

**NOTICE OF MEETING  
MARSHALL PUBLIC LIBRARY BOARD OF TRUSTEES  
113 South Garfield  
Pocatello, ID 83204  
208-232-1263  
www.marshallpl.org    board@marshallpl.org**

The regular meeting of the Board will be held in the Community Room on **July 20th, 2017 at 4:15 p.m.**

The agenda for the meeting is as follows:

**CONSENT AGENDA**

The following business items may be approved by one motion and a vote. If any one member of the Board so desires, any matter listed can be moved to a separate agenda item.

- Minutes of the regular meeting June 15th, 2017
- Financial Reports

**AGENDA**

- Public Comments

**ORDER OF BUSINESS**

- Call to order
- Consent Agenda
- Director's Report
- Supervisor's Reports
- Agenda Items
- Adjournment

The Marshall Public Library is accessible to persons with disabilities... Program access accommodations may be provided with three (3) days' advance notice by contacting Dave Hunt at [dhunt@pocatello.us](mailto:dhunt@pocatello.us); 208.234.6248 or 5815 South 5<sup>th</sup> Avenue, Pocatello, ID.

**Posted July 14th, 2017**

## Library Director's Report

July 20, 2017

Eric Suess

- We are now fully staffed. Katy Crosley has filled our open Page position.
- I attended the American Library Association Conference in Chicago. My report will be sent separately.
- Summer reading programs continue, and are very successful.
- We started concrete repair for the sidewalk by the old building, to avoid water leaking into the foundation.
- By the meeting date, the shelving (paid for by the Friends) will be ordered.

**MINUTES OF THE REGULAR MEETING OF THE MARSHALL PUBLIC  
LIBRARY BOARD OF TRUSTEES  
June 15th, 2017**

Sandy Shropshire called the meeting to order at 4:16 p.m. Present were Trustees Kathryn Way, Chuck Orr, Sharon Manning, and Jay Bingham. Staff present included: Eric Seuss, Director; Trina Bonman, Associate Director; Kathryn Poulter, Children's Services Supervisor and Sheri Waite, Technical Services Supervisor. Also present was City Council Representative Jim Johnston

**CONSENT AGENDA**

The minutes from the May 18th meeting were considered. Sharon Manning moved to approve them. Kathryn Way seconded.

**DIRECTOR'S REPORT presented by Eric Suess**

- Idaho Power came to make a very specific inventory of the details of replacing the lighting with more efficient updates.
- We received over one hundred applications for the position vacated by Ramona. Bethany Skidmore, who has worked for us half-time was selected to fill the position. We were allowed to replace Bethany's open position from our pages, and interviewed them both. Leslie Leukhardt was moved from variable hour to half-time. We then advertised for the open part time position vacated by Leslie, and will be conducting those interviews shortly.
- The Summer Reading program has started up.
- I will be attending the OCLC Americas Regional Council Meeting (ARC17) on October 30-31 in Baltimore, where the focus will be on personalizing customer experiences, leveraging data, confirming professional values, and innovating continuously.

**SUPERVISORS REPORTS:**

**Public Services report**

- Art Walk – Kristy and Amy went to the Art Walk and handed out water bottles to promote our Summer Reading programs. They talked to about 45 people.
- TRIO Career Fair – Amy went to the Career Fair and talked to about 150 high school and college kids about library cards and all the databases we offer.
- Page Position – We will be interviewing for the Page position on Monday, June 19th.
- Stats – We gave out 194 library cards, made contact with 14,131 patrons, and checked out 34,759 items.

**Technical Services report presented by Sheri Waite**

- NA

**Children's Services report presented by Kathryn Poulter**

- Summer Reading has more than 400 participants already. About 40 of these are teens and about 60 adults.
- There is always a buzz of activity in the library.
- ISU Physics Department came and did a demonstration that was very well attended.
- The first week of the book wagon had 404 children attend. The second only 18 because of the torrential rain.

**AGENDA**

- None

Meeting was adjourned at 4:36 pm. Jay Bingham moved and Chuck Orr seconded.

Respectfully submitted,

Trina Bonman, Associate Director