

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 September 21st, 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 August 17th, 2017
- Financial Reports

AGENDA

- Unattended Child Policy Review
- 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; 208.234.6248 or 5815 South 5th Avenue, Pocatello, ID.

Posted September 15, 2017

Library Director's Report

September 21, 2017

Eric Suess

- I continue to work with Finance and Legal to get the lighting project started.
- I have been officially nominated to run for re-election to ALA Council.
- The Library staff have considered the need to close the Library for one day when the new shelving arrives, and would appreciate Board input. We do not have a specific date yet, but with to examine this in general.
- We are wrapping up the budget year, and are making final purchasing decisions.
- I have registered for the ALA Midwinter Meetings in Denver in February, 2018.
- We had a roof leak over the back stairs. The faulty drain has been fixed.

UNATTENDED CHILDREN POLICY

The Marshall Public Library welcomes library use by children aged 17 and under. Staff members are available to assist children with library materials or services, and the Library desires to provide a safe and appropriate environment for visitors of all ages. However, as a public facility providing public library services to a diversity of patrons, the Library is neither equipped nor is it the Library's role to provide long or short-term child care.

For the safety and comfort of children, a responsible adult or caregiver must accompany children under 8 (12) years of age while they are using the Library. In the case of an unattended child under the age of 8 (12), the Library will (may) attempt to contact the responsible party and resolve the matter. If a resolution cannot be reached, the Library will contact Police Department. While in the library, parents or caregivers are responsible for the behavior of their children.

Revised by the Board of Trustees, ~~March 18, 2014~~ (September 21, 2017)

**MINUTES OF THE REGULAR MEETING OF THE MARSHALL PUBLIC
LIBRARY BOARD OF TRUSTEES
August 17th, 2017**

Sandra Shropshire called the meeting to order at 4:16 p.m. Present were Trustees Kathryn Way, Sharon Manning, and Jay Bingham. Staff present included: Eric Suess, Director; Trina Bonman, Associate Director; Amy Campbell, Public Services Supervisor; and Sheri Waite, Technical Services Supervisor. Also present was City Council Representative Jim Johnston

CONSENT AGENDA

The minutes from the July 20th meeting were considered. Sharon Manning moved to approve them. Jay Bingham seconded.

DIRECTOR'S REPORT presented by Eric Suess

- I am working with Finance and Legal to get the lighting project started.
- I will be running for re-election to ALA Council. Elections are in the spring.
- The Library will be closed (as will most City operations) on August 21st due to the eclipse.
- As part of our interest in the Girls Who Code program, we will be doing an assessment, and likely upgrade, of our WiFi capacity. We are already having bandwidth issues, so an upgrade is needed regardless.
- The Library Board met with City Council on August 10th and discussed a number of accomplishments and priorities.

SUPERVISORS REPORTS:

Public Services report

- We went to an INL STEM program with 35 teachers and printers.
- We met with the Small Business Center and shared resources that the library has to offer.
- The Adult Summer Reading Program has ended. 140 people registered. 30 people received the final prize for reading 2,000 pages.
- We will be at Welcome Back Orange and Black.
- We will be a part of the Kind Week Kick Off event. We have a bulletin board encouraging patrons to spread kindness. We will have 3D printer demonstrations. And there will be a Human Library Event.
- Stats – We gave out 218 library cards, made contact with 13,663 patrons, and checked out 24,618 items.

Technical Services report presented by Sheri Waite

- Mended over 800 items last month. This includes disc buffing, gluing loose pages or covers, and replacing covers, barcodes, and spine labels.

Children's Services report presented by Kathryn Poulter

- Not present

AGENDA

- Board Elections: Sandra Shropshire was elected chair unanimously.
- The Board considered the permanent gift of a painting from Ryan family. Kathryn Way moved to accept the gift and Sharon Manning seconded.

Meeting was adjourned at 4:45 pm. Jay Bingham moved and Kathryn Way seconded.

Respectfully submitted,

Trina Bonman, Associate Director