

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 June **21st, 2018 at 4:15 p.m.**

The agenda for the meeting is as follows:

CONSENT AGENDA

The following action 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 May 17th, 2018
- Financial Reports

AGENDA

- Public Comments

ORDER OF BUSINESS

- Call to order
- Consent Agenda (action items)
- 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 Skyler Beebe at sbeebe@pocatello.us; 208.234.6248 or 5815 South 5th Avenue, Pocatello, ID.

Posted June 14th, 2018

Library Director's Report

June 21, 2018

Eric Suess

- Due to the ALA Annual Conference in New Orleans from June 21-26, I will not be present for this meeting. I will have a report on the Conference attached to the July report.
- The summer reading program has begun, with activities for all ages.
- My involvement as an alternate on the OCLC Americas Regional Council and Global Council will begin in July.
- I will attend the OCLC Americas Regional Council Conference in Chicago in late October
- The Library's lighting project RFP is being examined by Idaho Power before we send it to potential contractors.
- The budget year is 67% elapsed and we are right on track.

**MINUTES OF THE REGULAR MEETING OF THE MARSHALL PUBLIC
LIBRARY BOARD OF TRUSTEES
May 17th, 2018**

Sandra Shropshire called the meeting to order at 4:16 p.m. Present were Trustees Kathryn Way and Jay Bingham. Staff present included: Eric Suess, Library Director; Trina Bonman, Associate Director; Amy Campbell, Public Services Supervisor; Kathryn Poulter, Children's Services Supervisor. Also present was City Liaison Linda Leuwrick

CONSENT AGENDA

Minutes from the April 18th meeting were considered. Kathryn Way moved to approve them as written and Jay Bingham seconded.

DIRECTOR'S REPORT presented by Eric Suess

- I will be attending the ALA Annual Conference in New Orleans from June 21-26
- The Friends of the Library book sale made about \$4000
- The Library presented their budget needs to Council on May 3rd. Discussion included FY20 need for a vehicle, an additional staff member to work on outreach, and the need to begin the building expansion process.
- The Library will present a budget amendment request to cover the cost of our security system (from the Library reserves) as the lighting project could not be completed in FY18, and therefore did not result in anticipated savings.
- Several staff members were involved in organizing and participating in the regional ILA conference held at ISU on May 4th.

SUPERVISORS REPORTS:

Public Services report presented by Amy Campbell

- We have placed a chalkboard in the lobby so we can highlight different statics for the public.
- On June 4th we will be hosting our summer reading kickoff event. This year's theme is "Libraries Rock." We will have The Snake River Band will perform.
- The Adult program will have a log where patrons are encouraged to read 2,000 pages. They will earn prizes and be invited to our annual Reader's Brunch.
- On June 9th we will host Knit inn Public Day activities.
- On June 18th Trent Clegg will present an Opera 101 lecture.
- On May 16th Becky Hadley and Trina Bonman attended the Community Service Council annual conference.
- Last month we checked out 20,273 items, had 12,419 contacts, and give out 189 cards.
- The featured staff member was Leslie Leukhardt

- Leslie has been partnering with Tech Serves employee Sheila Morgan to work on the series labeling project. She pulls the books that need labels for Sheila.
- Leslie, in the last year, has taken over a book group that has been meeting for over 10 years.
- Leslie also works very closely with the Outreach program. She started as a volunteer delivery driver. Now she pulls the books for delivery. Leslie maintains sheets that have patron's likes and dislikes as far as genres and authors.
- Leslie recently created a book mark that goes with each book. The patron gives feedback on what they liked and disliked.
 - One patron is Betty Howell. She reads 20+ books a month. Her feedback is really good; she will tell you what she does and doesn't like.
 - Another patron is Leona. She gets 10 audiobooks a month. For a while we had been giving her a specific author. With the feedback form we learned she hated that author so we were able to shift her books.

Technical Services report presented by Sheri Waite

- There was a Library Consortium of Eastern Idaho meeting on May 10th in Soda Springs.
- Directly after this meeting was the 6th annual Cataloging Bootcamp. Members of the committee present on various topics from the basics and into more complex topics.
- Sheri presented on cataloging standards for LCEI. We in port most of our records but they need to be completed and fixed. We want the records to be uniform throughout the consortium because we share our database.
- There were about 20 attendees.

Children's Services report presented by Kathryn Poulter

- Summer Reading is gearing up. Youth services staff will visit every class at the elementary schools to encourage kids to sign up. That's around 5500 students.
- The annual Babysitting Clinic will be held on June 5th. This is for kids age 12-15 who want to learn basic babysitting skills such as first aid, stories and games, and how to change diapers. We will have around 50 kids involved.

AGENDA

- None

Meeting was adjourned at 4:55 pm. Jay Bingham moved and Kathryn seconded.

Respectfully submitted,

Trina Bonman, Associate Director