



# Library Board Trustee Meeting Minutes

## November 15, 2023

<u>Trustees</u>		
Megan Larsen – Chair	Jeff Kohler – Vice Chair	Laura Knutson - Treasurer
Destinie Hart – Trustee	Josh Cummings - Trustee	

Meridian Cherry Lane Library  
 1326 Cherry Lane  
 Meridian, ID 83642  
**Conference Room**

### Regular Session

Trustees present: All present

Staff present:

Nick Grove, Library Director; Dan P., Executive Assistant; Holly D., Administrative Assistant; Ema B., Finance & Accounting Manager; Jason S., AD of Operations

Meeting called to order by Trustee Larsen at 7:00pm

#### AGENDA ITEMS

**1) Public Comment**

**2) Consent Agenda [ACTION ITEM]**

a) Regular Meeting Minutes, October 18, 2023

*Motion to approve: Trustee Knutson      Second: Trustee Hart      Vote: All in favor*

**3) Financials [ACTION ITEM]**

a) Approval of September Financial Reports

b) Disbursement approvals

*Motion to approve: Trustee Cummings      Second: Trustee Hart      Vote: All in favor*

**4) Memorandum for FY23 donated/sponsorship funds [ACTION ITEM]**

-Trustee Cummings would like MLD to contact the original donation party. The funds donated have been in MLD’s possession since in 2018 and 2019.

*Motion to approve upon attempt in contacting and approval the donator: Trustee Cummings  
 Second: Trustee Hart      Vote: All in favor*

**5) Staff Presentations**

a) 2021-2025 Strategic Plan Update

Trustees

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Destinie Hart – Trustee

Josh Cummings - Trustee

- b) ILA 2023 Recap
- c) Orchard Park Capital Project

## 6) Director Updates

- a) Director's monthly report
  - There have been a lot of training and cross training throughout the branches because of the reorganization. Foundation raised \$2,500 through the City of Stories online auction. Pinnacle branch broke ground on Oct 19<sup>th</sup>. AD of Branches has not been filled yet.

## 7) Staff Benefits [ACTION ITEM]

- Director Grove explained that while the MLD has been with Select Health for some time, an increased number of staff members makes the District eligible for new plans. Blue Cross/Blue Shield allows staff to purchase plans with more benefits, at no additional cost to the MLD.

*Motion to approve: Trustee Knutson*

*Second: Trustee Hart*

*Vote: All in favor*

## 8) Policy Reviews

- a) Lending Guidelines Policy [ACTION ITEM]
  - Trustee Kohler asked for clarification on the changes to guidelines for library cards for minors. Director Grove explained the board has discussed this before, and minors can no longer register for a library card without a parent or guardian's permission. Trustee Cummings asked if patrons whose home district is not MLD, who come in to ask for a copy of their library card, are charged a fee for that service. Director Grove explained that, through the LYNX Consortium, each library has a supply of other libraries' cards on hand, supplied and paid for by the home districts. Trustee Hart asked how the new guidelines on minors getting library cards compares to other library districts. Director Grove said Idaho Falls has enacted other library card restrictions involving a tiered system, but a similar system would be difficult to implement in the Meridian Library District. The Nampa Public Library does not issue cards to minors without a parent or guardian present and Boise has two tracks for card applications, one for minors and one for adults.

*Motion to approve: Trustee Knutson*

*Second: Trustee Cummings*

*Vote: All in favor*

- b) Record Request Policy [ACTION ITEM]

- Director Grove assured the board that MLD has been in contact with legal counsel to develop this policy. Trustee Knutson asked about the deletion of a line stating that information obtained from MLD may not be used to create any kind of telephone or marketing list. Director Grove said that legal had advised it to be taken out since it is already written into Idaho Code.

*Motion to approve: Trustee Knutson*

*Second: Trustee Cummings*

*Vote: All in favor*



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- 9) Future agenda items **[DISCUSSION ITEM]**
- a) ICRMP presentation
  - b) Strategic plan and Facilities Plan

Meeting adjourned: 8:36 pm

The next regular Library Board Meeting is scheduled for 7:00pm, December 20, 2023

RESPECTFULLY SUBMITTED AND APPROVED

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Nick Grove, Director

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Megan Larsen, Board Chair