

Snake River School/Community Library District
Board of Trustees Meeting
August 5, 2024

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I) Welcome and Call to Order:

The library board meeting was called to order at 5:45 p.m. by Chairman Natalie Raymond. Also attending were Kerry Christiansen, Jason Millan, Syd Hale, Library Director Sherrilynn Bair, and Board Clerk Terisa Coombs. Lon Harrington arrived at 5:52 p.m.

II) Prayer or Pledge of Allegiance

Kerry Christiansen opened the meeting with the Pledge of Allegiance.

III) Approval of Agenda:

A motion to approve the agenda was made by Kerry Christiansen and seconded by Jason Millan. All the board members present voted aye. Motion passed 4-0.

IV) Election of Board Members

Annual elections were held for the officers for the upcoming year:

Library Director Sherrilynn Bair opened the nominations for Board Chairman. Syd Hale nominated Natalie Raymond as Board Chairman and Jason Millan seconded. Kerry Christiansen closed the nominations for Chairman and Syd Hale seconded. All board members present voted aye. Motion passed 4-0.

Chairman Natalie Raymond opened nominations for Vice Chairman. Chairman Natalie Raymond nominated Jason Millan for Vice Chairman and Syd Hale seconded. All board members present voted aye. Motion passed 4-0.

Lon Harrington arrived at the meeting at 5:52 p.m.

Chairman Natalie Raymond opened nominations for Treasurer. Jason Millan nominated Syd Hale and Lon Harrington seconded. All board members present voted aye. Motion passed 5-0.

V) Set Meeting Calendar

The board meetings will meet every other month on the first Monday at 5:45 p.m. unless otherwise indicated.

A motion was made by Kerry Christiansen and seconded by Lon Harrington to use the dates as printed for the 2024-2025 meeting schedule. All the board members present voted aye. Motion passed 5-0.

VI) Approval of Minutes

Syd Hale moved and Kerry Christiansen seconded to approve the minutes of June 3, 2024 as presented. All the board members present voted aye. Motion passed 5-0.

**First Reading:
Fees for Library Services**

Kerry Christiansen moved to approve the first reading for Fees for Library Services with the amendment of the fax prices. Jason Millan seconded. All board members voted aye. Motion passed 5-0.

XII) Librarian Update

Sherrilynn sent everyone a link to an employee training video. It is a work in progress. The board gave some good ideas to add to the presentation.

The next Family Night is September 9, 2024.

The library has created a calendar with all of the book club meetings and events. Kerry would also like the board meetings added to the calendar.


XIII) Adjourn:

Syd Hale moved and Lon Harrington seconded that the meeting be adjourned.

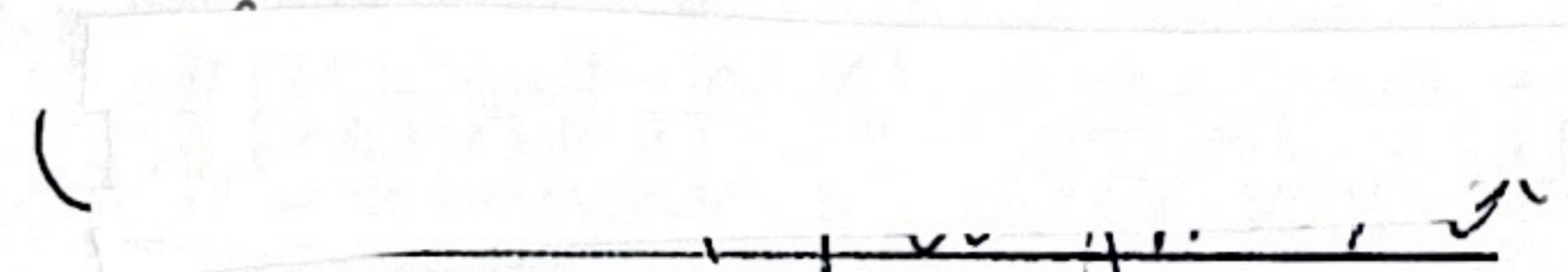
The meeting adjourned at 6:40 p.m.

The next regular board meeting will be October 7, 2024 at 5:45 p.m. at the library.

ATTEST:


Clerk

10-14-24
Date


Chairman

Signed copies available in
the Director's office

VII) Financial Statements

A discussion was held about the financial statements. There are two outstanding checks, one to Alsco in March 2024 and the other to Yost in 2023. Sherrilynn and Erin will call and ask why they are still outstanding. The library is caught up making payments to the school district up to May 2024. There are still a couple of questions and they will talk with Harmony Shuler, Business Manager, to get answers.

A motion was made by Kerry Christiansen and seconded by Lon Harrington to accept the financial statements as printed. All the board members present voted aye. Motion passed 5-0.

VIII) Board Concerns/Follow Up

Sherrilynn is still waiting for answers from the District about the library payment for May of 2023. Sherrilynn will continue to follow up with them and hopefully have answers soon.

IX) Assistant Librarian Change in Hours

At the last board meeting, discussion was held about increasing the assistant librarian's hours from up to 30 hours per week to up to 32 hours per week but a motion was not made at that time.

A motion was made by Lon Harrington and seconded by Kerry Christiansen to increase the assistant librarian's hours from up to 30 hours per week to up to 32 hours per week. All the board members present voted aye. Motion passed 5-0.

X) Budget Hearing

Sherrilynn and Erin went over the proposed 2024-2025 budget and each board member spent time reviewing it and asking clarification questions. Reconciliation of the credit card statements and other budget items were discussed.

Kerry Christiansen moved and Syd Hale seconded to approve the proposed 2024-2025 budget as presented. Roll call vote was taken, Syd Hale, aye; Kerry Christiansen, aye; Jason Millan, aye; Lon Harrington, aye; and Natalie Raymond, aye. Motion passed 5-0.

XI) Policies

**Second Reading:
Controversial Materials Policy**

First Reading of ISBA District Policies:

Library Materials (2500)

Library Materials Form (2500F)

Learning Materials Review and Reconciliation (2530)

Request for Review and Reconsideration of Learning Materials (2530F)

Lon Harrington moved and Kerry Christiansen seconded to approve the second reading of Controversial Materials Policy and to accept the ISBA Policies as presented. All board members present voted aye. Motion 5-0.