

BOARD OF TRUSTEES OF THE JEROME PUBLIC LIBRARY  
MEETING MINUTES  
AUGUST 11<sup>TH</sup>, 2020

The Board of Trustees of the Jerome Public Library met in the library meeting room and via Zoom for their monthly meeting on August 1, 2020. In attendance were Chair Linda Burton, Trevor Churchman, Sarah Sandridge, Deyanira Escalona Trochez, Chase Rogers and Director Linda Mecham.

The meeting was called to order by Linda Burton at 5:09 p.m.

Approval of minutes – Trevor Churchman made a motion to approve the July 14, 2020 minutes and as written. Linda Burton seconded the motion. Motion carried unanimously.

Financial Report –We are 83% of the way through the fiscal year, and we have received \$263,127.90 in revenue, which is 57.6% of what we anticipate. We are within a comfortable range of expenditures for this time of year. We have spent 75.4% of the amount budgeted.

July 2020 bills were presented. Trevor Churchman made a motion to approve the July 2020 bills. Linda Burton seconded the motion. Motion carried unanimously.

#### Director's Report:

- The circulation statistics were presented. Circulation is still not where we were last year. We are 1,600 circs less than last year, but we had no summer reading program, which generally boosts children and juvenile circulation. However, circulation does continue to rise as we get closer to our normal foot traffic. We are still seeing less than half the video circulation and will continue to monitor this and look into streaming options.
- We lost two staff members this month. Both are going to schools. Quincy Dahlberg, our children's programmer, will be getting her teaching certificate while working at the Buhl elementary school. She said that it was her library experience, the training she received and her online videos helped her get the job.. Edie Waite took a job at the high school as a testing supervisor. She said that her degree really helped her get the job. She was able to get tuition assistance through the city as well as the Idaho Commission for Libraries. The library is doing well to set people up for success. However, the loss of these two employees has left the staff with only 3 employees to run the library. We also have Donna O'Brien who cleans and prepares books for the shelf. The director was hoping to reduce library hours until more staff can be hired. The city administrator suggested that we just get a body in the library through a staffing agency, but staff feels that this often more work. The director will be exploring options that will enable the library to continue to serve the public.

#### New Business

- The board tabled the review of the Materials Selection Policy until the next meeting.
- The board and director discussed the Dress Code Policy. We agreed that there needs to be a change with regard to tattoos. The director will make those suggested changes in the policy for approval at the next board meeting.

#### Adjournment

The meeting was adjourned at 5:55 pm