



**Regular Meeting of the Board of Trustees
Of Nampa Public Library
March 14, 2016 4:00 pm**

Roll Call: Peggy Shaver, Phil Bence, Nick Smith, Debbie Holm, Rosie Reilly.

Staff in Attendance: Chris Cooper, Claire Connley, Kelley Grim, Mike Sloan, Michelle Rosenberger, Theresa Hampton, Beth Neunaber.

Others in Attendance: Jeannette Quist (Friends of the Library) and Paul Raymond (City Council)

Approval of the Agenda: Debbie moved, Peggy seconded, all approved.

Special Communications:

1. Introduction of staff members: Tia Alsleben and Ryan Levinger

- a. Tia has been with the library for almost 5 years working in circulation and now working in youth services, where she runs her own programs. She recently graduated from Boise State University with a degree in communications and has a four year old son. If she wasn't working at the library she would open her own school that focuses on training young people to become more team oriented, ethically conscious and responsible.
- b. Ryan has been at the library for about 4 years and is the senior clerk in circulation. He just finished his master's thesis in social work.

City Council Liaison Report: Paul Raymond

- The county voted to declare the parking garage nonexempt from taxes. The tax liability is round \$90,000 but it is within the bounds of the Urban Renewal Agency so most of the taxes come back except for some that go to the schools. Exactly who is paying this tax is not yet decided and there is still the possibility that the garage will become tax exempt.
- Traffic modifications to 12th and 3rd avenues will be coming in the next several months.

Approval of Minutes: Phil moved, Nick seconded, all approved (Debbie and Rosie abstained because they were absent last meeting).

1. February 8th Meeting

Approval of Bills: Phil moves, Nick seconded, all approved.

1. February 2016

Director's Report:

- ICFL approved the proposal for training through the libraries Community Building Summit, which will be at the tail end of April. This will provide an opportunity for coaching the Work Force Development Program, which we hope to offer here in the fall. NNU has also agreed to become an academic partner allowing us the access to grant funding that the library could not receive on its own. Chris will be meeting with Shirley from ICFL, and Rena from the Caldwell Library to work on getting a health oriented project off the ground in the next few months.
- The library is still working on hiring a Youth Services supervisor. Chris spoke with Tina Combs about trying to get HR to help with funding an advertisement on ALA's Job List and Job Bank, which is seen by a lot of library professionals and will help promote the position. The job announcement has also been rewritten in hopes of enticing a worthy candidate. There is a possibility that the position will have a higher pay rate depending on the budget and the city councils decision. Similarly, HR is reviewing job descriptions and asking that directors look specifically at the requirements of the job. Chris will be meeting with the management team to review the requirements for everyone's job description. The city has hired a consultant to help review the job descriptions and positions of employees' city wide. This is all for the purpose of bettering the city as a whole and bringing us up to standards compared with the surrounding cities.
- In late February, there was a finance workshop where the council identified some areas that need attention before we look at other options for the library and other departments. These include a 2% COLA (cost of living adjustment), an increase in cost to the city for employee health benefits. The idea being that this does not cut into the pay of the staff but the difference will be budgeted in elsewhere; meaning that the staff will not be making less in the upcoming fiscal year. Additionally, operational expenses to address growth along with health and safety funding for capital needs and efficiencies. These changes will be presented to the city council in June.
- The Smithsonian is presenting *Water Ways*, which is part of the Museum on Main program – Oct. 22nd – Dec. 4th 2016. The library applied for a grant asking for \$2,900 from the Idaho Humanities Council and was granted \$1,500 that will need to be matched. Sandi Levi will be helping advocate for this match money. Brochures were created to help invite people to become a sponsor of the exhibit with several unique donation levels. Daren Coon with the Nampa/Meridian Irrigation District will be helping with the history of the area and assist with the exhibit. Each partner will have a draft of their project submitted by June so that we can determine what is missing and what still needs work.
- Magnus, library page, resigned Saturday, March 5th to go to school full time; he was commuting from Boise and decided it was time to focus on school and working closer to home. Jovian, also a library page, has joined the Airforce and her last day will be on Monday, April 11th. These pages will be missed but we wish them the best of luck in the future. We are currently interviewing pages and should have new staff members by early April.
- Birthday Party and the debuting of Olli was a success, thank you all for participating. The birthday slideshow will eventually be available in the collection.
- Theresa is presenting at the Regional Ford Library Convention on April 15th on Customer Service and how it can be adapted for the library.

- Summer reading will be kicking off on June 4th; we are already taking teen volunteer applications. The theme is *Reading is Wicked Fun*, which is a Wizard of Oz theme. We will be partnering with the Idaho Arts Academy and one other school to get the props for decorating the library.
- Storytime is taking a break March 21st to April 4th. Reading Tails had 63 people on its last date. Most events are very well attended.

Committee Reports:

1. Downtown/NDC : Paul Raymond
 - Lloyd Square Parking Lot will be partially replaced with grass. This will displace the Farmers market until about July. Excavation started 3/14/2016 and may take time.
 - When the Urban Renewal Agency was formed to do the library/parking garage/police station the half block between 3rd and 4th Ave was only half purchased for the location of the library but it was not used for the library so now the URA owns half of that block. The URA sent out for proposals asking developers to come in and make a proposal to buy and develop this area. Developer Mike Muscle submitted to turn the Brothers Church into a parking lot but the council did not approve because it would not get rid of the entire property. Therefore, the RFP time has been extended by 30 days. Mike Muscle has resubmitted a proposal that is more satisfactory to the council and the URA who are hoping for a shopping/community area.
 - DTA promotions committee has a meeting on the 25th from 2:30-4:00pm (VisionCasting)
2. Foundation/Friends: Jeannette Quist
 - The Friends of the Library will have their Annual meeting on Wednesday, April 13th where new officers will be elected for the upcoming year. The Library staff will provide food for the meeting.

Unfinished Business: NONE

New Business:

1. Internet Policy: The state requires that the internet policy is updated every 3 years. The management team and the city attorney have been working on this new document for the past 4 months to find a policy that works for everyone. Almost all provisions are included except for one clause stating that, libraries *may* disable internet filters for the purpose of research. It was decided that this would be very difficult for us to achieve and we have never had a request to disable filters for the purpose of research. We may be partnering with NNU who will allow patrons to use their facilities for unrestricted research.

Nick moves to approve policy, Peggy seconded, all approved.

2. Statistics Reports April 2015 – Feb. 2016:
 - Door counter: Mike, Alex, and Ezequiel adjusted the door counter at our main entrance so that everyone entering the building is counted. The counts are rather high for the last couple months because of our large events.
 - Review of statistics provided by Beth Neunaber about circulation and collections.

- The Spanish language section will be increasing with our Key bank donation.
3. As the library grows and the community we serve grows we will be looking at gathering information from the community to help us plan for the future. A survey will be established to determine what the community wants and what we can provide. This will be done through Survey Monkey as well as paper surveys.
 4. Polaris Update: almost all of the systems have been tested and training starts next week. Staff training will be the weeks following, probably the first week in April.

Adjournment: Nick Moved, Peggy seconded. All Adjourned.