



**THE CITY OF EAGLE
EAGLE LIBRARY BOARD**
Eagle City Hall, 660 E. Civic Lane
December 20, 2017 6:00 P.M.

1. **CALL TO ORDER:** 5:59 pm

2. **ROLL CALL:** SOELBERG, ROGERS, MITCHELL, MORTENSEN, HYER

3. **ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA**

Yes. Move to modify by adding approval of December 7 minutes and correct November 18 (typo) minutes to November 15. Restructure "New Business" heading to #6 on agenda.

Motion to Modify Agenda: Soelberg

Second: Hyer

Approved: Yes

4. **Approval of Minutes for November 15, 2017 Mtg. and December 7, 2017 Special Mtg.**

Motion to Accept Mtg Minutes: Hyer

Second: Mitchell

Approved: Yes

5. **Approval of Bills**

Motion to Approve Bills: Soelberg

Second: Hyer

Approved: Yes

6. **NEW BUSINESS**

- **Exhibit Case Policy:** Annual review of Exhibit Case Policy. The policy was adopted on February 8, 2016, and was last reviewed on December 21, 2016. There are no recommended changes.

Motion to Approve Exhibit Case Policy: Mitchell

Second: Soelberg

Approved: Yes

- **Bulletin Board Policy:** Annual review of Bulletin Board Policy. The policy was adopted on August 12, 2013 and was last reviewed on December 21, 2016. There are no recommended changes.

Motion to Approve Bulletin Board Policy: Mortensen

Second: Mitchell

Approved: Yes

- **Hours of Operation Policy:** Recommended change to Hours of Operation Policy to specify the following closures:
 - Easter Sunday (an unpaid day off for staff), and
 - The first Thursday of December for a staff-in-service day.

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September 20, 2017 6:00 P.M.

Motion to Approve change to Hours of Operation Policy: Hyer
Second: Mitchell
Approved: Yes

7. REPORTS:

A. **Friends of the Library Report:** no report

B. **Director's report:**

- a. Circulation up in November 2017 (42K) vs. November 2016 (34K). On pace for 520K items for the year.
- b. Attendance up 30% in November. Gingerbread house event 300+ in attendance.
- c. Filled 3 open positions; 1 position re-opened due to quick turnover.
- d. Great citizen feedback on cookie recipe book.
- e. Eagle Country Christmas activity tent a success.

C. **Library Liaison / City Hall Reports (Council Member Preston):** no report

8. OLD BUSINESS: none, but discussion of beginning Aspen Institute discussion series re: reimagine the library.

9. ADJOURNMENT: 6:23 pm

Motion to Adjourn: Mitchell
Second: Soelberg
Approved: Yes

The City will make reasonable accommodations for anyone attending this meeting who require special assistance for hearing, physical or other impairments. Please contact the City Clerk's Office at (208) 939-6813 at least 24 hours in advance of the meeting date and time.