



**THE CITY OF EAGLE  
EAGLE LIBRARY BOARD**  
Eagle City Hall, 660 E. Civic Lane  
June 20, 2018 6:00 P.M.

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1. **CALL TO ORDER:** 6:02 pm

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

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

None

4. **Approval of Minutes for May 16, 2018 Mtg.**

Motion to Accept Meeting Minutes: Soelberg  
Second: Mortensen  
Approved: Yes

5. **Approval of Bills**

Motion to Approve Bills: Hyer  
Second: Mortensen  
Approved: Yes

6. **REPORTS:**

**A. Friends of the Library Report:**

a. Next book sale October

**B. Director's report:**

- a. May circulation up over 30%
- b. New DVD racks have helped increase DVD circulation from 3500 to 4700
- c. Circulation area remodeled; more open and more space
- d. 2 new Shelves hired

**C. Library Liaison / City Hall Reports (Council Member Mitchell):**

a. No update on Avimor

7. **OLD BUSINESS:**

**A. Board Vacancy Applications:**

- a. Mayor Ridgeway told the Board to pick board member. The Board discussed process to choose member and will use this for future appointments.

Motion to appoint Nanci Thaemert to Board: Rogers  
Second: Soelberg  
Approved: Yes

**B. FY 2018-2019 Budget:**

- a. Motion to move approximately \$20,000 from books to create part time position and to decrease budget to align and hold at a 3% increase as requested: Soelberg  
Second: Mortensen  
Approved: Yes

8. **NEW BUSINESS**

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- A. Internet and Online Access Policy:** Annual policy review of the Internet and Online Access Policy. Originally adopted on September 10, 2012 and last reviewed and reaffirmed on April 19, 2017. There are no recommended changes.

Motion to Approve Internet and Online Access Policy as Presented: Hyer  
Second: Mortensen  
Approved: Yes

- B. Guest Computer Use Policy:** Annual policy review of the Guest and Computer Use Policy. Originally adopted on January 12, 2015 and last reviewed and reaffirmed on April 19, 2017. There are no recommended changes.

Motion to Approve Guest Computer Use Policy as Presented: Soelberg  
Second: Hyer  
Approved: Yes

- C. Children's Internet Protection Policy:** Annual policy review of the Children's Internet Protection Policy. Originally adopted on September 10, 2012 and last reviewed and reaffirmed on April 19, 2017. There are no recommended changes.

Motion to Approve Guest Computer Use Policy as Presented: Mortensen  
Second: Hyer  
Approved: Yes

- D. Interlibrary Loan Policy:** Requesting change in policy to read "Anyone with a current Eagle Public Library account in good standing (fine and fees a \$10.00 or less) may make requests for interlibrary loan service. Guests with library accounts at other libraries must contact their local library." The policy currently reads "Anyone with a current LYNX! Consortium Libraries' account in good standing (fines and fees \$10.00 or less) may make requests for interlibrary loan service." The current policy was adopted by on July 13, 2015.

Motion to Approve Interlibrary Loan Policy as Amended: Soelberg  
Second: Mortensen  
Approved: Yes

- E. Collection Development Policy:** Requesting addition to policy to read: "To assure the acquisition of resources desired by Eagle Public Library account holders, suggestions are always considered for addition to the collection. Purchase decisions are made in accordance with the Library's budget and this policy. A request can be made by filling out a suggestion form [link] or by contacting the Library." The current policy was adopted on December 9, 2013; it was last reviewed and reaffirmed on October 18, 2017.

Motion to Approve Collection Development Policy as Amended: Rogers  
Second: Hyer  
Approved: Yes

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**F. Employee and Volunteer Dress Standards:** Requesting modification to Eagle Public Library dress standards to specify that shirts or vests displaying the Library's logo are to be worn while at work.

Motion to Change Employee and Volunteer Dress Standards to Employee Dress Standards; grammatical change on facial hair from a semicolon (;) to a period (.), and modify when to wear at work and in official capacity: Mortensen

Second: Hyer

Approved: Yes

**9. ADJOURNMENT:** 7:21 pm

Motion to Adjourn: Soelberg

Second: Rogers

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.