



**THE CITY OF EAGLE
EAGLE LIBRARY BOARD**
Eagle City Hall, 660 E. Civic Lane
September 19, 2018 6:00 P.M.

1. **CALL TO ORDER:** 5:59 pm
2. **ROLL CALL:** MORTENSEN, HYER, THAEMERT, SOELBERG
3. **ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA**
None
4. **Consent Agenda**
Motion to Accept Meeting Minutes: Soelberg
Second: Thaemert
Approved: Yes
5. **REPORTS:**
 - A. **Friends of the Library Report:**
 - a. Friends would like a shed.
 - b. Book sale coming up over Columbus Day.
 - B. **Director's report:**
 - a. August a good month. Projecting items borrowed at 540,000 or 550,000 for the year. Programs attendance should go over 30,000 for the year.
 - b. Presented a program at a conference that was well received.
 - C. **Library Liaison / City Hall Reports (Council Member Mitchell):**
 - a. Encouragement for the Board to actively promote the library needs to the City Council.
6. **OLD BUSINESS:**
 - A. **Future Planning for Public Library Service:** Discussion about how to approach City Council to start process of discussing a bond. Idaho State Library can help put together a bond presentation.
7. **NEW BUSINESS**
 - A. **Fines and Fees:** Request for Board approval of fines and fees schedule which includes removing fines effectively immediately.
Motion to approve fines and fees schedule as presented: Hyer
Second: Thaemert
Approved: Yes
 - B. **Technology Plan, 2019- 2025:** Annual update of the Library's Technology Plan.
Motion to Approve Technology Plan as Presented: Soelberg
Second: Hyer
Approved: Yes
 - C. **Job Descriptions:** Annual review of library staff job descriptions.
Motion to approve job descriptions as Presented: Thaemert
Second: Mortensen
Approved: Yes
 - D. **Determination of Date for Library Service Workshop:**
October 2, 2018 at 5:30 pm.

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E. Analytics on Demand: Staff is requesting approval for purchase of the Cengage product, *Analytics on Demand*.

Motion to approve purchase based on receiving data breach policy and data privacy policy on personally identifiable information (PII): Soelberg

Second: Mortensen

Approved: Yes

F. Board of Trustees officer nominations of FY 2018/19:

Motion to approve officers as read Rogers – Past President, Mortensen – President, Hyer – Vice-President, Thiemert – Secretary: Soelberg

Second: Mortensen

Approved: Yes

8. PUBLIC COMMENT: No public comment.

9. ADJOURNMENT: 6:47 pm

Motion to Adjourn: Soelberg

Second: Hyer

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.