



THE CITY OF EAGLE
EAGLE PUBLIC LIBRARY BOARD
September Meeting Minutes
Eagle City Hall, 660 Civic Lane
September 18, 2019 6:00 P.M.

1. **CALL TO ORDER:** 5:59pm
2. **ROLL CALL:** MORTENSEN: Absent, HYER: Present, THAEMERT: Present, ROGERS: Present, SOELBERG: Present
3. **ADDITIONS, DELETIONS, OR MODIFICATIONS TO THE AGENDA:** None
4. **CONSENT AGENDA:**
 - Minutes of August 21, 2019
 - Approval of Bills.
 - Hours of Operation:

Thaemert moved to approve the consent agenda. Soelberg seconded. All approved, motion passed.

5. **REPORTS**

a. **Director's Report**

Mr. Bumgarner presented his report. He recently attended the design institute in Colorado with Trustee Mortensen and it was very beneficial. He will wait for further discussion when Mortensen returns at the next meeting.

b. **Library Liaison / City Hall Reports**

Council Member Mitchell shared that a chamber of commerce event was coming up and it would be a good opportunity for the library to present on programs and challenges. It might also be beneficial to share the need for a library foundation.

c. **Board Specialists Reports**

- i. **Growth and Development:** Absent
- ii. **Finance:** Nothing to report
- iii. **Personnel:** Job descriptions will be discussed in later agenda items.
- iv. **Foundation:** Soelberg has requested a formal motion at the next meeting to contact and reach out to stakeholders on the need for a library foundation. She also needs the names of possible contacts she can reach out to for possible inclusion on the foundation or for information on next steps.

6. **OLD BUSINESS**

a. **Trustee Job Description and Specialist Charters.**

There was general discussion on the desired results and outcomes for the foundation position specialist charters. It was decided the job descriptions and the charters would be moved to google one drive to make one document that could be shared and edited.

b. **Board Vacancy.**

One individual has submitted the application for the board vacancy. The posting will be open until October 15. There was general discussion on other places to post the position including NextDoor and the library Facebook page.



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c. Library Use Policy.

The Eagle city attorney reviewed the library use policy approved at the last meeting and had some concerns over the formula decision for calculating the non-resident fees. The city attorney recommended a flat fee proposal. There was some discussion on whether the flat fee was based on the median or average home price. Thaemert moved to approve the library use policy with a flat fee and determine the amount at the next meeting when there is confirmation on the average vs. median home price. Hyer seconded. All approved, motion passed.

d. Fines and Fees Schedule.

Decision above will be incorporated into the fines and fee schedule.

7. NEW BUSINESS

a. Clothing Policy.

Soelberg moved to approve the clothing policy as presented. Rogers seconded. All approved, motion passed.

b. Job Descriptions.

There was discussion on the alignment of the job descriptions and the performance standards with only minor adjustments to the job descriptions. Thaemert moved to approve the job descriptions as presented. Rogers seconded. All approved, motion passed.

c. Technology Plan, 2019-2026.

Minor changes in the technology plan included updates to the replacement schedule, some additional goals and objectives and an update to the population numbers. Soelberg moved to approve the 2019 to 2026 technology plan. Rogers seconded. All approved, motion passed.

d. Board of Trustees officer nominations for FY 2019/20.

Hyer moved to nominate Mortensen for past president, Hyer president, Thaemert vice president and Soelberg secretary. Rogers seconded. All approved, motion passed.

8. PUBLIC COMMENT: None

9. ADJOURNMENT: Soelberg moved to adjourn the meeting at 6:54pm. Rogers seconded. All approved, meeting adjourned.