



THE CITY OF EAGLE EAGLE PUBLIC LIBRARY BOARD Minutes

Eagle City Hall, 660 Civic Lane
November 20, 2019 6:00 P.M.

1. CALL TO ORDER at 6:01pm
2. ROLL CALL: MORTENSEN, HYER, THAEMERT, SOELBERG- all present
3. ACTION ITEM: ADDITIONS, DELETIONS, OR MODIFICATIONS TO THE AGENDA
 - a. Adding a new business item for amended budget
 - i. Soelberg 1st
 - ii. Hyer 2nd

Unanimous
4. ALL CONSENT ITEMS ARE ACTION ITEMS. CONSENT AGENDA:
 - Consent Agenda items are considered to be routine and are acted on with one motion. There will be no separate discussion on these items unless an Eagle Public Library Board of Trustees member, City Staff, or a citizen requests an item to be removed from the Consent Agenda for discussion. Items removed from the Consent Agenda will be placed on the Regular Agenda in a sequence determined by the Rules of Order.
 - Any item on the Consent Agenda that contains written recommendations from the City of Eagle shall be adopted as part of the Eagle Public Library's Board of Trustees Agenda approval motion unless specifically stated otherwise.
 - Minutes of October 16, 2019
 - Approval of Bills.
 - Board of Trustees Policy: Annual policy review. This policy was last reviewed and reaffirmed on November 14, 2018.
 - 1st: Thaemert
 - 2nd: Hyer
 - Unanimous
 - (Pulled off Consen)t AgendaBoard of Trustees: By-Laws (Policy): Annual policy review. This policy was adopted on February 8, 2016 and was last reviewed and reaffirmed on November 14, 2018.
 - Modify item 11 to state must attend at least 10 out of 12 annual meetings
 - 1st: Mortensen
 - 2nd: Thaemert
 - Unanimous
5. Garden City Public Library Foundation presentation- Sue Philley

Founded really to fund the bookmobile, give away books and clothing in winter
Recruit through newsletter in Garden City, FB page, serve 3-year terms, have grown to 12 people
Pay CPA
Expect donations of time, personal money, and/or fundraising
Interacts mainly with Library Director invite Mayor to attend donor events
Can educate the community about the Library and about the impact something like a bond could have
The person to write by-laws must be detail-oriented
Created a volunteer network to work the events because too much work for Foundation board members to do board work and coordinate events
6. REPORTS
 - a. Director's Report
 - i. October circulation was up over 10%, gearing up for the new fiscal year
 - ii. Started new one-on-one program for technology help



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- b. Library Liaison / City Hall Reports
 - i. Library
- c. Board Specialists Reports
 - i. Growth and Development- Mortensen, nothing new report, will wait until the changing of the guard in January
 - ii. Finance- Thaemert nothing to report
 - iii. Personnel- Hyer, nothing to report
 - iv. Foundation- Soelberg discussed the need to develop a start of a description of the work for potential founding board members

7. OLD BUSINESS

- a. **ACTION ITEM: Trustee Job Description and Specialist Charters.**
 - i. 1st Soelberg
 - ii. 2nd Hyer
 - iii. Unanimous
- b. **ACTION ITEM: Fines and Fees Schedule.**
 - i. Median home price x tax levy rate: \$114/year
 - ii. Mean home price x tax levy rate: \$135/year
Current fee is \$55/year

Motion: To approve non-resident fee using median home price x tax levy. This year will be a fee of \$114.

*1st Soelberg
2nd: Hyer*

Approved unanimously

- c. **ACTION ITEM: Board Vacancy.**
Prospective applicants introduce themselves

8. **PUBLIC COMMENT:** This time is reserved for the public to address the Eagle Public Library Board of Trustees regarding concerns or comments they would like to provide to the Board regarding subjects **not** on the agenda. This is **not** the time slot to give formal testimony on a new business item or pending application or proposal. Out of courtesy for all who wish to speak, the Board requests each speaker limit their comments to three (3) minutes.

9. **EXECUTIVE SESSION:** 74-206. Executive sessions -- When authorized. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner set forth in this section. The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote shall be recorded in the minutes. An executive session shall be authorized by a two-thirds (2/3) vote of the governing body. An executive session may be held:

- a. 74-206 (1) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;

Roll Call Vote:

Hyer: yes

Mortensen: yes

Thaemert: yes

Soelberg: yes

Into executive session at: 7:18pm, out at 8:29pm

10. NEW BUSINESS

- a. **ACTION ITEM: Amended Budget.** Requested budget amendment to meet City Clerk's filing deadline.
New business will be tabled until a special session at the EPL, November 26th at 5:45pm



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11. ADJOURNMENT

1st Mortenson

2nd Hyer

Adjourned at 8:29pm