



**THE CITY OF EAGLE**  
**EAGLE LIBRARY BOARD**  
Eagle Public Library, 100 N Stierman Way  
December 19, 2018 6:00 P.M.

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1. **CALL TO ORDER:** 6:04 pm
2. **ROLL CALL:** All present, Rogers joined at 6:23pm--ROGERS, HYER, MORTENSEN, SOELBERG, THAEMERT
3. **ADDITIONS, DELETIONS, OR MODIFICATIONS TO THE AGENDA:** None
4. **CONSENT AGENDA:**
  - Minutes of November 14, 2018.
  - Approval of Bills.
  - Guest Code of Conduct.

Motion to approve consent agenda: SOELBERG  
Second: THAEMERT  
All approved.

**5. REPORTS**

**a. Director's Report**

Mr. Bumgarner provided the board with the monthly report. Circulation is up again and the staff recently participated in staff development day. He shared that Kuna is seeking to join the LYNX! consortium. When the application is submitted, the board will need to review and approve. There was discussion on the impact of adding Kuna to the consortium; ultimately there will be a cost increase but it will be shared across the group. The benefit is the consortium will now have access to the Kuna collection. The library also had a table at the Eagle Country Christmas which was very well attended.

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

Council Member Mitchell stopped by the staff development day with Council Member Pittman to show him around the library.

**6. NEW BUSINESS**

**A. Reorganization**

Mr. Bumgarner provided the board with an updated organizational chart explaining where the Guest Services Shift Supervisor and Adult Lifelong Education Coordinator and the Guest Services Shift and Shelver Supervisor fit within the organization. The overall goal is these positions would provide supervision only when a manager or the director is not on shift.

**B. Job Descriptions**

Mr. Bumgarner also provided the board with updated job descriptions to coincide with the changes in the organizational chart. There were some clarifying questions on job duties and specifics requirements. There was also extensive discussion on the job titles and efforts to shorten the title to make it simpler. The discussion centered on including the word "supervisor" in the title along with separating out Adult Lifelong Education Coordinator and Guest Services Shift Supervisor while ensuring the



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positions meet the requirements of the increased pay grade. It was decided to have Mr. Bumgarner work with the city's Human Resource Department to possibly shorten the job titles.

Motion to approve the job descriptions as written with direction to Mr. Bumgarner to work with HR to improve the job title: HYER

Second: SOELBERG

All Approved.

**7. OLD BUSINESS**

**A. Future of Library Services update**

Ms. Soelberg shared she attended the mayors reception with Ms. Hyer. The Arts Commission approached them to discuss possible opportunities to collaborate on the literary arts curriculum. This may be a topic for discussion later. Mr. Mortensen met with Brian Cronin from strategies 360 to very broadly discuss ways they could assist going forward. Ball park figures included looking at a poll of Eagle citizens on their support for a bond. This could average about \$20,000. There was discussion on the timing of next steps and possibly meeting with the mayor and getting a proposal on the city council agenda. Finding out what Analytics on Demand can provide will be an important addition to the discussion.

Finally, Mr. Bumgarner shared an opportunity to attend a library conference in Washington DC from June 21 to the 24. There are two spot for board members but early registration needs to occur by January 9. The board didn't make any decision on who would attend but did commit to sending two members.

**8. PUBLIC COMMENT:** None

**9. ADJOURNMENT:** 7:17pm

Motion to Adjourn: HYER

Second: MORTENSEN

All Approved.