



# THE CITY OF EAGLE EAGLE PUBLIC LIBRARY BOARD MINUTES

Eagle City Hall, 660 Civic Lane  
September 16, 2020 6:00 P.M.

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**A. CALL TO ORDER at 6:03pm**

**B. ROLL CALL: HYER, THAEMERT, SOELBERG, MORTENSEN, LEWIS**

All present

**C. ACTION ITEM: ADDITIONS, DELETIONS, OR MODIFICATIONS TO THE AGENDA**

**D. ALL CONSENT ITEMS ARE ACTION ITEMS. CONSENT AGENDA:**

- a. 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.
- b. 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.
- c. Minutes of August 19, 2020
- d. Minutes of March 16, 2020 Emergency Meeting
- e. Approval of Bills  
1<sup>st</sup>: Thaemert  
2<sup>nd</sup>: Lewis  
Unanimously approved

**E. REPORTS**

- a. **Director's Report**  
Circulation is down overall due to virus. Budget was approved with 2% COLA and no merit. Other libraries are starting to open again. We need to meet with City attorney related to masking policy and limited browsing. Library Director did state that Library will get new carpeting and will need to close for browsing during installation, though curbside and delivery would still be available. Due to multiple supply chain issues, no installation date estimates are available from vendor.
- b. **Library Liaison / City Hall Reports** Ms. Gold had no report, but was present.
- c. **Board Specialists Reports**
  - i. **Growth and Development** Mortensen: we are holding for additional information from the City on process for capital projects.
  - ii. **Finance** Thaemert: attended City meeting
  - iii. **Personnel** Hyer: reviewed amended job descriptions to be discussed later in the agenda.
  - iv. **Foundation-** Soelberg: nothing new to report.

**F. OLD BUSINESS**

**G. NEW BUSINESS**

- a. ACTION ITEM: Hours of Operation Policy.  
1<sup>st</sup>: Hyer  
2<sup>nd</sup>: Thaemert  
Unanimously approved
- b. ACTION ITEM: Job Descriptions. Annual review of library staff job descriptions.  
1<sup>st</sup>: Lewis  
2<sup>nd</sup>: Soelberg  
Unanimously approved
- c. ACTION ITEM: Technology Plan, 2020-2025. Annual update of the plan.  
1<sup>st</sup>: Thaemert  
2<sup>nd</sup>: Hyer



**THE CITY OF EAGLE  
EAGLE PUBLIC LIBRARY BOARD**

Eagle City Hall, 660 Civic Lane  
March 19, 2019 6:00 P.M.

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Unanimously approved

d. **ACTION ITEM: Strategic Plan, 2017-2020. Motion to extend the strategic plan**

1<sup>st</sup>: Lewis

2<sup>nd</sup>: Mortensen

Unanimously approved

e. **ACTION ITEM: Board of Trustees officer nominations for FY 2020/21.**

i. Thaumert President; Soelberg, Vice President; Lewis, Secretary; Hyer, Past President;

1<sup>st</sup>: Hyer

2<sup>nd</sup>: Mortensen

Nominations unanimously approved, vote will occur next month

**H. 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

Chantel Wiles 1079 Eagleview Drive, Eagle, ID requested that the Eagle Public Library completely reopen with no masks required.

**I. ADJOURNMENT**

1<sup>st</sup>: Thaumert

2<sup>nd</sup>: Hyer

Unanimously Adjourned at 6:35pm