



THE CITY OF EAGLE EAGLE PUBLIC LIBRARY BOARD MINUTES

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

1. **CALL TO ORDER at 6:00 pm**
 2. **ROLL CALL: MORTENSEN, HYER, SOELBERG, LEWIS, HOPKINS all present**
 3. ***ACTION ITEM: ADDITIONS, DELETIONS, OR MODIFICATIONS TO THE AGENDA***
 4. ***ACTION ITEM: ELECTION OF BOARD OFFICERS FOR FY 2020/21***
 - 1st: Soelberg
 - 2nd: Lewis

Motion to continue with traditional progression through officer roles unanimously approved
 5. ***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 November 18, 2020**
 - d. **Approval of Bills**
 - e. **Exhibit Case and Displays Policy:** Annual policy review. This policy was adopted on August 12, 2013 and was last reviewed and reaffirmed on December 18, 2019. There are no recommended changes.
 - f. **Guest Code of Conduct:** Annual policy review. This policy was adopted on May 13, 2013 and was last reviewed and reaffirmed on December 18, 2019. There are no recommended changes.
 - 1st: Hyer
 - 2nd: Mortensen

Consent agenda unanimously approved
 6. **REPORTS**
 - a. **Director's Report**

Circulation remains consistent with the past few months, with decline in print materials and increase in digital materials. The building project continues with the carpet laid and work progressing with the vinyl install.
 - b. **Friends of the Eagle Public Library**

The Friends of the Eagle Public Library attended and spoke to let the board know that they are still available and wanting to be present within the library. They informed the board of their needs and desires and requested an update, timeline and capacity in which the relationship might continue so that they might be able to resume the work that they have been doing since 1982.
 - c. **Library Liaison / City Hall Reports**

Ms. Gold- nothing to report
 - d. **Board Specialists Reports**
 - i. **Growth and Development** - Mortensen – nothing new to report
 - ii. **Finance** – role is open – nothing to report
 - iii. **Personnel** – Hyer – nothing to report
 - iv. **Foundation** – Soelberg – nothing to report
 7. **OLD BUSINESS**
 - a. ***ACTION ITEM: Proposed Library Logo.*** Proposed logos discussed with opinions provided.
 - b. ***ACTION ITEM: Capital Improvements.*** Review of proposed capital improvements as requested by City Council.

Items reviewed. No changes required from previous requests and these will be resubmitted to City Council.
 8. **NEW BUSINESS - none**
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Eagle City Hall, 660 Civic Lane
March 19, 2019 6:00 P.M.

9. **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.

10. **ADJOURNMENT**

1st: Soelberg

2nd: Lewis

Unanimous approval to adjourn at 6:34pm