

**City of New Plymouth**  
**Armoral Tuttle Public Library Board Meeting**  
**September 7, 2021 at 6:30 pm**

**Call to Order and Introduction:**

Aubri Sotutu called the meeting to order at 6:30

**Roll Call:** Pat Bodas, Ron Beutler, Aubri Sotutu, Jane Brandel, and Tara Conlee were all present.

**Consent Agenda:** Action Item

*All matters on consent agenda are considered routine and may be approved in a single motion.*

*A trustee may ask that an item be removed from the consent agenda and considered separately.*

Library Board Minutes – August 3, 2021

Financial Report – No Financials provided

Library Report – August Library Report

Ron moved to approve the consent agenda without the financials provided. Motion passed.

**Claims Approvals:** Action Item

Payment of bills: for \$2,999.73

Aubri moved to approve and pay the claims approval. Motion passed.

**Old Business:** Action Item

**New Business:** Action Item

Trustee Updates (Kevin Tomlinson via Zoom)

Kevin's update focused only on District libraries. District libraries are being discussed as the better way to reach more people. It also generates a lot more money. In northern and eastern Idaho there are more districts. In the Southwest, we have many small libraries. In city libraries, money is spent on people instead of materials. Many people live outside of cities and many people don't have access to libraries. A district levies its own taxes and can generate more money.

Trying to form a district:

Assessment stage:

1. Is there a need? Conversations with the community.
2. Forming a task group to survey and look at needs and interests.

Decision stage:

1. Hold an election and people who live in the district get to vote yes or no on a district. It requires a simple majority. 50% + 1. There is a cap on the tax that can be charged for the district. Cities generally do not stop gathering the tax they have. District cap is lower than a city library cap. Can claim a 3% increase each year.

2. You need to know the minimum number of people in the district. County clerk can show the school district boundaries. District needs to be as large as possible. Need to have more than one community in the district. Can have branch libraries or book mobile to meet people's needs. Shared boundaries can merge to form a district.

Task three:

1. Those wanting a district need a statement of what a district can provide.
2. What would the library be able to contribute to the district?

Task Four:

1. Determine a cost for the district to be formed.

Task Five:

1. Visit and answer questions to major groups in the district

Task Six:

1. Identify people who could help. Kiwanis etc. Get people who belong to civic organizations.

Task Seven:

1. Identify the opponents. Possibly farmers and ranchers

Task Eight:

1. Form a formal committee.

Task Nine:

1. Recognize existing areas and places that can be used.

Question and Answer session-

Kevin mentioned "A district can contract outside of the district boundaries."

Melanie asked "What effect will there be for trustees?"

Kevin answered with "District library trustees serve for six years. County commissioners appoint the first board and then they must be elected"

Kevin made the statement that it takes a lot of planning for a new district to be formed. The new district needs to get itself on the county tax roll. Once all steps are done and there is an election, if it does not pass it can be tried to be formed at a later date.

Kevin indicated that the City needs to be on board. They don't have to be in the boundaries and can choose to keep what they already have. We need to have a formal discussion with them.

Kevin indicated we would need to then campaign with the people. Have to gather petition signatures to get the proposal on the ballot. Choose the election date. Keep campaigning clear up to election day. If it passes, then you start organizing the new board. You will need to know when the cash will begin to flow. There are all kinds of things to consider to form the new district library.

FY2022 Calendar Board Meetings – proposed day and time

Melanie proposed changing our meetings to another day and time in the new Fiscal year.

Pat Bodas moved to change the library board meeting to the first Thursday in each month at 6:00 p.m., excluding the months of July and December. That would give us ten meetings a year. Motion passed.

**Announcements:**

Library expansion spreadsheet had donations in the amount of \$7.50. Total expansion account update to point is \$3,452.39.

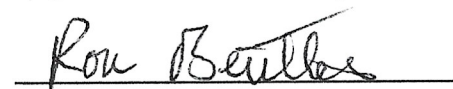
FY2021 Expense/Revenue update – Melanie indicated she has had a busy month spending the funds and still has some plans for the remaining funds. However, at this point because of not knowing the financial situation since June, she will not be spending in excess. The result from the lack of financial updates from the city treasurer will very likely cause a huge surplus of revenues not spent by the end of this Fiscal year.

Idaho Power update – The power was shut off in the new building. It impacted Trademark Dental by shutting off their electricity. Idaho Power will figure out the power grid used by Trademark Dental/Dr Robb. Upon receiving that confirmation, he will owe the city retroactively from October 2020 through present. We will see what transpires with that. There is the possibility that it could be months before we know the full credits from him.

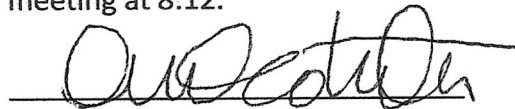
**Library Liaison/City Council notes**

Cora had nothing to say. She said she comments too much as it is. Nothing from the City Council Meeting. Nothing new about the new building.

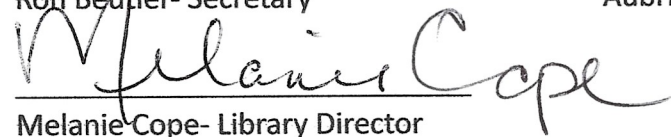
**Adjournment:** Aubri adjourned the meeting at 8:12.



Ron Beutler- Secretary



Aubri Sotutu- Board President



Melanie Cope- Library Director