

**City of New Plymouth  
Armoral Tuttle Public Library Board Meeting  
January 6, 2022, at 6:00 pm**

**Call to Order and Introduction:**

Aubri Sotuto called the meeting to order at 6:00 pm.

**Roll Call:** Aubri Sotutu, Jane Brandel, Pat Bodas, Tara Conlee, Wendy Stoker

**Consent Agenda:** Action Item

*All matters on the 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 – November 4, 2021

Financial Report – September, October and November financials

Library Report – December Library Report

Aubri Sotuto motioned to accept the Consent Agenda with September and October financials. November financials were delivered on January 6, 2022 and will be reviewed prior to the next Board meeting.

**Claims Approvals:** Action Item

Payment of bills for \$596.64 and \$293.67

Aubri Sotuto moved to pay the Claims approval for November of \$596.64 and December of \$293.67. Motion passed.

**Old Business:** Action Item

The Term Policy Bylaws for Board Trustees

- Reviewed Bylaws Article III Sections 1 & 3. Revisions are needed, so it is tabled until the next meeting.
- Article VII- Board members will receive board packets seven days prior to the meeting.
- The Library Director requested that you email her when receiving the board packet each month.

**New Business: Action Item**

- Reviewed National Conference Attendance Policy. Tabled until the next meeting for revisions.
- Idaho Library Law 33-2741 needs to be signed and posted in the library (updated every 3 years). Aubri and Melanie signed the document.
- Trustee Manuel pages 36-45 were discussed with no further questions. Pages 46-50 were presented and scanned over as the information on these pages applies to District Libraries.

**Announcements:**

**The Library Expansion spreadsheet** was presented for the months of October, November and December and reflected donations of \$41.92 in the last few months.

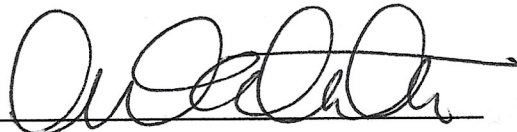
**Library Liaison/City Council notes**

- Cora Kurth questioned the liaison's term limit.
- Nothing was shared about the new building.

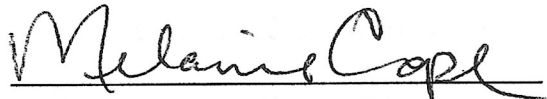
**Adjournment:** Aubri Sututu adjourned the meeting at 7:09 pm.



Tara Conlee- Secretary



Aubri Sotutu- Board Chairperson



Melanie Cope- Library Director