

City of New Plymouth
Armoral Tuttle Public Library Board Meeting
February 3, 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

Introductions: Danielle Haws, Friend of the Library

Accomplishments in the first years were as follows

- Made \$354 from the spring book sale.
- Has had 3 different book signings this year.
- Had a very successful giving tree for Christmas.
- The next book sale will be held on April 9th at the Payette County FairGrounds.

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 – January 6, 2022
- Financial Report – November and December financials
- Library Report – January Library Report

Tara Conlee motioned to accept the Consent Agenda. Motion passed.

Claims Approvals: Action Item

Payment of bills for \$308.63

Aubri Sotuto moved to pay the Claims approval for January of \$308.63. Motion passed.

Old Business: Action Item

- Pat Bodas motioned to accept the Tem Policy bylaws. Motion passed.
- Pat Bodas motioned to accept the National Conference Attendance Policy. Motion passed.

New Business: Action Item

- Understanding of board packet
 - Check for correct dates, times, and topics before posting on Mondays.
 - Check that nothing is unusual on the Claims Report.
 - Check that financials balance out (surplus/donations)
 - Library report contains information on what is going on at the library for the following month.
 - Reply to make changes or accept board packets to the Library Director only.
- Reviewed Trustee Manuel pages 51-60.
- Grantwatch.gov - subscription to find multiple different grants to help pay for the ARSL conference.
 - Pat Bodas motions for a 3-month subscription to grantwatch.gov, pending additional research. Motion passed.
- News and events will be posted on social media in addition to posting around town.
- Aubri Sotutu will create a newsletter to email library patrons.
- The library is in need of an IT person, allocated 33-50 hours a year.

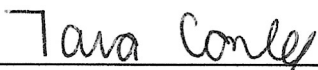
Announcements:

- No expansion spreadsheet provided.

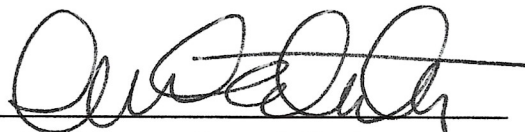
Library Liaison/City Council notes

- No new information from Liaison

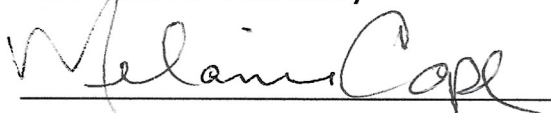
Adjournment: Pat Bodas adjourned the meeting at 7:48 pm.



Tara Conlee- Secretary



Aubri Sotutu- Board Chairperson



Melanie Cope- Library Director