

City of New Plymouth
Armoral Tuttle Public Library Board Meeting
August 4, 2022, at 6:00 pm

Call to Order and Introduction:

Aubri Sotutu called the meeting to order at 6:00 p.m.

Roll Call:

Aubri Sotutu, Jane Brandel, Pat Bodas, Tara Conlee and 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 - June 2, 2022

Financial Report – May and June Financials

Library Report – June library report

Aubri Sotutu motioned to accept the Consent Agenda without the June Financials as they were not available before the meeting- Motion passed.

Claims Approvals: Action Item

Payment of bills for June in the amount of \$744.24 and July in the amount of \$1,325.44

Pat Bodas moved to pay the Claims approval for June and July- Motion passed.

Old Business: Action Item

- No old business

New Business: Action Item

- Turnkey Medical can remove the old x-ray machine in the new building starting the week of October 3, 2022 for \$2,500. Our plan discussed is that Melanie will ask the City Council to pay the bill at the September 6, 2022 City Council meeting.

- Jane Brandel motions for approval to pay the architect to come out on October 3, 2022. motion passed.
- The plan is we will move forward with as many renovations as we can that first week of October 2022.
- Update on grants.
 - Library needs it own Tax ID# to apply for as many grants as they can. Currently, the library is under the city's Tax ID# which can make it difficult to use that number with several of these grant organizations unless we have a letter of Attestation. Oftentime there is not an area on the grant application to attach the letter of attestation.
 - We can use a letter of determination from the IRS to apply for grant but we need that document to be completed by the city clerk or the mayor.
 - Melanie is applying for the Whittenberger Foundation grant before August 15, for a new drop box.
 - Got a quote for a new drop box for the amount of \$7,800.
 - Melanie is applying for a Forever Idaho grant to help with renovations.

Announcements:

- No June library expansion donations

Library Liaison/City Council notes

- The city has had a lot of issues with their expansion project.

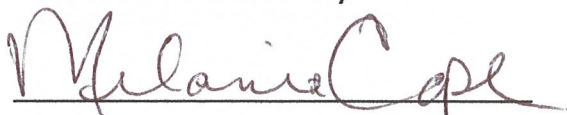
Adjournment: Aubri Sotutu adjourned the meeting at 6:43 p.m.



Tara Conlee- Secretary



Aubri Sotutu- Board President



Melanie Cope- Library Director

