

City of New Plymouth
Armoral Tuttle Public Library Board Meeting
January 5, 2023, at 5:00 pm

Call to Order and Introduction:

Jane Brandel called the meeting to order at 5:02 pm.

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

Introductions: Eileen Balcer- stand in liaison for the meeting

Jane Brandel, library board vice-president, moves that this governing body, pursuant to Idaho code 74-204, amend the agenda for this meeting as follows:

- Trustee resignation and library board appointment.

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 10, 2022
- Financial Report – October and November Financials
- Library Report – November and December Library Report

Jane Brandel motioned to accept the Consent Agenda. Motion passed.

Claims Approvals: Action Item

Payment of November's claims and December's claims.

Jane Brandel moved to pay the claims approval for November of \$541.03 and December of \$438.97. Motion passed.

Agenda amendment/ Trustee Resignation and Library Board Appointment: Action Item

- Aubri Sotutu resigned as Board Chairperson.
- Tara Conlee nominated Jane Brandel to take over as Board Chairperson for the remainder of Aubri Sotutu's term. Motion passed.

Financials/Budget Discussion:

- City clerk and mayor stated in an email that the Financial Overview questions that were sent on December 30, 2022 didn't get to them in enough time to be prepared and address at this January meeting.

Old Business: Action Item

- Book donation policy
 - tabled for February meeting.
- Policy Updates/changes
 - tabled for February meeting.

New Business: Action Item

- Library open house will be postponed until a later date.
- Old and new building plans
 - Melanie was encouraged to talk to Beau Ziemer regarding the use of the old building.
 - If the old building is going to be utilized there is a need for repairs.

Announcements:

- Grant Update
 - Received a Summer Support grant for \$2,500 to be used for summer reading program.
- New board member
 - Need to find a new board member to fill open position. Someone who lives within the city limits and supports the library.
- Library expansion spreadsheet
 - November donations on water bills of \$7.43
 - December donations on water bills of \$8.38
- Library Liaison/City Council
 - Cora Kurth will continue to be the liaison for 2023 calendar year.
 - Eileen Balzar, stand in liaison for this meeting, suggested sending out phone alert for new library board member.

Adjournment: Jane Brandel adjourned the meeting at 5:56 pm.

Tara Conlee
Tara Conlee- Secretary

Jane Brandel
Jane Brandel- Board Chairperson

Melanie Cope
Melanie Cope- Library Director