

**City of New Plymouth**  
**Armoral Tuttle Public Library Board Meeting**  
**August 3, 2023, at 6:00 pm**

**Call to Order and Introduction:**

Tara Conlee called the meeting to order at 6:00 pm.

**Roll Call:** Pat Bodas, Tara Conlee, and Ben Horton

**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 6, 2023
- Library Board Minutes – June 22, 2023
- Financial Report – April Financials
- Financial Report – May Financials
- Library Report – June & July library report

Ben Horton motioned to accept the Consent Agenda. Motion passed.

**Claims Approvals:** Action Item

- Payment of April's claims changed to \$1,039.86 due to the power bill not being paid.
- Payment of May, June, and July claims.

Tara Conlee moved to accept the claims approval for May in the amount of \$1016.72, June in the amount of \$2,533.33 and pending claims for July in the amount of \$4,950.72. Motion passed.

**Old Business:** Action Item

- No old business

**New Business:**

- Meeting Room Policy
  - Tabled for September meeting.
- Informational Tech support applicant
  - Tabled for September meeting.
- Budget Update Discussion
  - The library's budget was passed by the City Council.
  - Public Budget hearing meeting by the City Council will be on Monday, August 7, 2023.
- Idaho Facility Grant Info Update
  - Should hear if the Library received the grant by the end of the week.


- Melanie will present that information to the City Council on Monday, August 7, 2023
- Travel to ARSL conference Action Item
  - Travel expenses may cause the budget to be over budget to the unforeseen increase in the cost of utilities for this building.

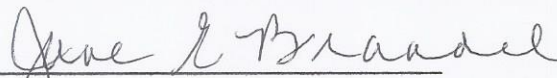
Tara Conlee motioned to approve Melanie attending the ARSL conference knowing that it may potentially cause the library to go over budget. Motion passed.

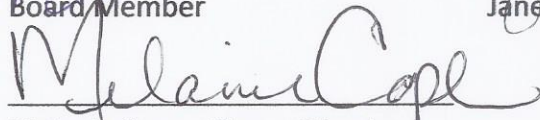
**Announcements:**

- Library expansion spreadsheet
  - April donations on water bills of \$10.00
  - May donations on water bills of \$17.44
- Library Liaison/City Council
  - No new information

**Adjournment:** Tara Conlee adjourned the meeting at 6:33 pm. Motion passed

  
\_\_\_\_\_  
Board Member

  
\_\_\_\_\_  
Jane Brandel- Board Chairperson

  
\_\_\_\_\_  
Melanie Cope- Library Director