

**Larsen-Sant Public Library**  
**Board Meeting Minutes**  
**Monday, Apr 8<sup>th</sup>, 2024 1:00 pm**

**Roll Call:** Laura Wheatley, Teresa Rasmussen, David Woodward, Max Excell, Richard Stewart, Shannon Crowther

**Public Comments:** No Public attendees

**Action Items: Approve Minutes:** Shannon moved that the minutes be approved, Richard seconded the motion, all approved.

**Approve bills:** David moved that the bills be approved, Richard seconded the motion, all approved.

**Trustees: Volunteer hours**

Max-5.5            Richard-2            Shannon-1.5            David- 1.5

**Treasurer: Finances-**The March statement for the investment funds are: DBF-\$927,963.63      LGIP-\$84,309.23

**Librarian: Employee hours and benefits-** Richard moved to change the Assistant Director position to salary starting with the April 16<sup>th</sup> 2024 pay period, David seconded the motion, all approved.

**Open meeting rules** -At the Consortium meeting, that Laura attended, they talked about changes to the open meeting law. The meeting notice has to be up 5 or more days before the board meeting. Each public attendee has 2 minutes to speak. Whenever the Board Chairman calls for executive session, the Idaho library code needs to be noted. He can also adjourn the meeting at any time, especially when a public attendee or meeting gets out of hand. This item will be turned over to the Policy Committee.

**In Memory-** Shannon moved that in lieu of flowers, that a \$100 donation be made to the library expansion, in honor of Phyllis Vaterlaus, for her 40 years of library service. David seconded the motion, all approved.

**Advertising-**An advertising company that makes bags for Stokes wanted to know if we would like to advertise on their bags for a \$450 fee. The board felt like they would rather advertise with different venues.

**Assistant Report: Princess Tea Party-** will be held on April 20<sup>th</sup>. Over 90 little princesses participated last year. This program is done by the Library Friends.

**Pre-School tours** – We have had 4 preschools come and tour the library in the last month. That involved about 200 children who received a book and a sticker along with their tour.

**Resource Fair-** This fair is held yearly by the Franklin County DDA. It highlights resources for parents of special needs children. The library will have a booth at the fair telling about our Special Friends club and the services for all of the special need's community members.

**Family Game night-** On Friday April 5<sup>th</sup>, a Family Game Night was held at the library to highlight the new Xbox and games. This included computer games, Pokémon cards and board games. Pizza and soda were served and sponsored by Pizza Stop. The participation exceeded all expectations with a total of 95 attendees. All enjoyed the night and asked for more nights like this. We will be talking about how to include these nights in our programs.

**Policy Approval: Personnel Policy-** David moved that the Personnel Policy changes be approved as written, Shannon seconded the motion, all approved.

**Expansion: Meetings with councils-** Dayton City donated \$1000 after expansion committee members visited their City Council meeting. Weston, Preston, and Clifton city council meeting have been attended. The committee attended the County Commissioners meeting this morning. There was a lot of interest and learning of what the library does for the community. The County inspector, Randy Henry, felt that we could hire a local contractor and use local builders and save a lot of money by doing so. We are waiting for another meeting.

### **Policy Committee Meeting- Apr 15<sup>th</sup>**

The meeting adjourned at 2:13