

**Snake River School/Community Library District**  
**Board of Trustees Meeting**  
**April 3, 2023**

**I) Welcome and Call to Order:**

The library board meeting was called to order at 5:45 p.m. by Chairman Natalie Raymond. Also attending were Jay Millan, Kerry Christiansen, Lon Harrington, Sydnee Hale, Library Director Sherrilynn Bair and Board Clerk Terisa Coombs.

**II) Pledge of Allegiance**

Kerry Christiansen opened the meeting with the Pledge of Allegiance.

**III) Approval of Agenda:**

**A motion to approve the agenda was made by Lon Harrington and seconded by Syd Hale. All the board members present voted aye. Motion passed 5-0.**

**IV) Approval of Minutes**

**Jay Millan moved and Kerry Christiansen seconded to approve the minutes of February 6, 2023 as they have been written. All the board members present voted aye. Motion passed 5-0.**

**V) Financial Statements**

A discussion was held about the financial statements. Questions were asked about procedures and statements. In the future, the board would like to see the Visa statements in the board packets. Also, the board would like to start putting money into the LGIP because of the increased rate.

**Kerry Christiansen moved and Jay Millan seconded to move \$100,000 from the savings account at ICCU and \$100,000 from the checking account at Zions Bank to the LGIP account because of the higher interest rate. All the board members present voted aye. Motion passed 5-0.**

**A motion was made by Jay Millan and seconded by Kerry Christiansen to accept the financial statements as printed. All the board members present voted aye. Motion passed 5-0.**

**VI) Board Concerns/Follow Up**

Syd Hale asked if the audit report was emailed to the board. Director Bair will send it again. The budget hearing was discussed. Director Bair also discussed the need to update the library hours to 7 a.m. to 7 p.m. during the school year. This will be put on the agenda at the next meeting. Also, the annual budget hearing is scheduled for August 4, 2023. Syd will meet with Director Bair to start on putting the budget together and then they will get the information to the board to discuss at the June meeting to prepare for the hearing in August.

**VI) Librarian Update**

Director Bair updated the board about the library. This month is the last book club until the fall. They are getting Summer Reading together. The theme this year is Kindness and there will be many activities. The next Family Reading Night will be in May which will be the Summer Reading kickoff. The staff is doing very well. The community room is being used all of the time. On the first Monday night of every night, the Bingham County Businesswomen meet. The first Thursday night of the month, a quilt group meets. A Scouting group, a canal board, and right now, ISAT testing for the online school is taking place. Director Bair would like to remodel the library and discussion was held on the preliminary plans.

A discussion was also held about issues about controversial library books. If a patron is concerned about the content of a library book, there is a form at the front desk for them to fill out. That paper will go to the board to make a decision whether or not to keep the book. If the patron is not happy with the decision of the board, there are other avenues that include going to the school board, etc. If the appeal goes above the library board, the only ruling they could make is whether or not the library board followed the policy. There are many resources and training available that will help if this becomes an issue in Snake River.

**VII) Policies**

- a. Patron Registration Policy: In the second paragraph, “The Patron must provide the name and phone number of a contact person who does not live in the same household” was removed from the policy. Also, the last line in the policy that reads “Lost library cards may be replaced for a charge of \$2.00” was also removed from the policy.
- b. Library Fines and Fees: Book Jacket Covers, Barcodes, Replacement Library Card, Local Fax removed but Long Distance Fax was kept. Damaged but Repairable was changed from \$10.00 to Price to Be Determined. Patron Book Repair – Price Varies was added.
- c. Library Materials Lending Policy: This policy was reviewed, no changes.
- d. Library Patron Behavior Policy: Items 7 and 8 were updated adding without approval.
- e. Unattended Child Behavior: The board wants to update the first paragraph and Director Bair updated that. The board reviewed it.

**A motion was made by Kerry Christiansen and seconded by Lon Harrington to approve the second reading of the Patron Registration Policy, Library Fines and Fees, Library Materials Lending Policy; Library Patron Behavior Policy; and the Unattended Child Behavior. All the board members present voted aye. Motion passed 5-0.**

**VIII) Adjourn:**

**Kerry Christiansen moved and Lon Harrington seconded that the meeting be adjourned.**

The meeting adjourned at 6:42 p.m.

The next regular board meeting/annual meeting will be June 5, 2023 at 5:00 p.m. at the library.

**ATTEST:**

---

**Clerk**

---

**Date**

---

**Chairman**