

Anna Porter Public Library
November 14, 2023 Minutes

6:00 p.m. Call to Order

Present: Debi Vernath, Pam Papworth, Lisa Oakley, Beverly Waldron, Kenton Temple, Sharon Mellor, Sally Helton, Tracy Starker, Mandi Muehlhausen (Director), Madison Hough (Assistant Regional Director).

Not Present: Karen Bentz, Matthew Jordan (Regional Director).

Minutes of September 12, 2023 APPL Trustees Meeting approved with corrections.

Treasurer's Report:

Pam Papworth reported that the check has been received from the city that accounts for half of the budgeted amount and the entire amount for city approved special projects. The expense report was discussed with Mandi noting areas where she is tracking costs more specifically. This should allow more detailed budgeting in the future.

The Treasurer's report will be filed for audit.

Director's Report:

Mandie Muehlhausen's report was thorough as always and highlighted many successful and exciting programs for all ages, administrative endeavors, and the great work of staff. She reported outreach to 300 people at the Spooktacular booth and discussed the impact of engaging with the public outside the walls of the library.

Mandi also provided a report of the books purchased in October 2023 which is a requirement of the new, approved Collections Development Policy mentioned later in these minutes.

An update was given on the upcoming court date, December 9th, regarding the individual with outstanding library fees.

Regional Director's Report:

Madison Hough, Assistant Regional Director, reported on behalf of Matthew Jordan who was unable to attend. Her report updated the library board on current information regarding Artificial Intelligence (AI) and deep fakes as they relate to the library field.

Madison shared there is an in-service on long range planning at the Regional Library on January 10, 2024.

Committee Reports:

Bylaws and Policies:

Two new policies/policy updates were required of all libraries. Matthew and Mandi submitted these policy updates to the board via email before the September 12, 2023 meeting. The board committee did not need to meet to approve before the vote. The two amended policies to be approved were: Collections Development Policy and Computer Use Policy. Pam Papworth moved to approve the Collections Development Policy as amended and Beverly Waldron seconded. All approved. Sally Helton moved we approve the amended Computer Use Policy and Kenton Temple seconded. All approved.

Finance and Building:

There was not finance committee meeting. Pam Papworth worked with Mandi on financial reporting, etc. as needed.

Long-Range Planning:

Beverly Waldron met with Mandi to discuss strategic planning and communicated with committee members with an update. Beverly will continue to work with Mandi re: concept and design and the committee will meet in the first quarter of 2024 to give input. The strategic plan will involve the survey plan Mandie has been developing.

Promotion and Public Relations:

Sally Helton reported on behalf of committee chair Karen Bentz. The committee met on November 1st, 2023. They discussed several opportunities, including the concept of designing sponsored bear sculptures which also have a virtual interpretive, scavenger hunt aspect to the design. Merchandise development was also mentioned as a fundraising option. For promotions, a website update was discussed as well as social media strategies. Including a donate button was an idea for blending promotions and fundraising.

May 2024 is the 50th Anniversary of the establishment of Anna Porter Public Library in its location on Baskins Creek Road. This seems like an opportunity to explore programming, promotion, and fundraising opportunities.

New Business:

Mandi was asked to check on the outside lights which do not seem to be working.

Mandie is also working on gathering supplies for a new Lego Club. Anyone who comes by legos, please bring to the library. She is also working on a Maker Space for the library.

Discussion was introduced regarding the Mountain Press reducing the number of days it's print newspaper will be published. The press donates access to the library for online access to the paper. Pam Papworth mentioned the importance to continuing to have print copies available.

Old Business:

None

Debi Vernath moved to adjourn. Meeting adjourned at 7:35 p.m.