

VMLC Meeting Minutes

October 28, 2022

Via Hybrid and Zoom

In attendance: Melanie Cope (Armoral Tuttle), Meg Lojek (McCall), Timbra Long (Weiser), Deleice Ward (Payette), Lori Clark (Middleton), Sharla Jensen (Homedale), Marie Guest (Cascade), Clay Ritter (ICFL)

Melanie called the meeting to order at 9:34am

Agenda was approved –motion by Sharla Jensen, second by Timbra Long

Minutes from August 12, 2022 meeting approved – motion by Meg Lojek, second by Sharla Jensen

Treasurer's Report – Melanie Cope is the interim treasurer. She finally was able to be added to the account. Current balance is still same as last meeting - \$2,176.

Annual Election of Officers:

Chair Person is Sharla Jensen – motion by Melanie Cope, second by Meg Lojek

Vice Chairman is Timbra Long – motion by Deleice Ward, second by Melanie Cope

Treasurer is Melanie Cope – motion by Sharla Jensen, second by Deleice Ward

Secretary is Lori Clark – motion by Meg Lojek, second by Timbra Long

Circuit Report:

- **Audio** – motion approved for Lori Clark to take over audio circuit – motion by Sharla Jensen, second by Timbra Long Lori will send out invoices
- **Video** – Meg Lojek/McCall– sent out invoices. Melanie said there are 2 movies that have been missing for a while – she will forward to Meg. Meg said that circuit dues are used to buy new banker boxes, new video cases, video and audio books – money goes to managing libraries, treated as a pass through fund.
- **Idaho Digital Consortium** – In process to negotiate a lower fee – vote going to Cresta Craner, idahodigitalconsortium@gmail.com. All board member have access to that email. Sherry Scheline is no longer IDC board. The committees could use some help - Welcome Committee, collection Development Committee. Weeding – if you don't weed it, it will stay in the collection
- **Stem Kits** – Deleice Ward/Payette reported that the missing kit showed up. She also updated the thumb drive with STEM ideas – Sharla Jensen will put it on the website.

ICFL Update by Clay Ritter, Public Library Consultant

- In December, ICFL will be fully staffed after a loooong time

- Director's summit is November 3 & 4
- Everyone should have received an email from Tina Schilling with a link to the Idaho Annual Public Library Survey which is now open and due before January 1, 2023
- A printed spiral bound copy of the Library Stats from 2021 will be handed out at the Director's Summit in Boise Nov 3 & 4 – printing is on a trial basis, with printing every other year
- Library facilities money – 3.5 million – may be coming. Please contact your state legislatures about this – it will be money for local communities – Facilities Improvement Project. There will be a handout at the Director's Summit. Pending legislative approval, grant applications will go out in February. Please talk with your boards to also contact legislators.
- There is a new ICFL Digital Inclusion Consultant, Chelsea Summerlin.
- Marina Rose is the E-Resources Library Consultant, so contact her for Overdrive help, Lilly or IDEA marketing resources.

New Business

- **Foundation Directory Online.com** - Melanie Cope gave update on Foundation Directory Online for grants. It was approved in August 2022 to purchase. Melanie needs EIN #, and email – we need one for this group. Melanie and Sharla will work together to register for this service and then get the username and password out to everyone.
- **By-laws Amendment** – By-laws of VMLC were reviewed. Section 1 – VMLC nickname was used for the bank account. Melanie will send out VMLC invoices November 10-15. By-laws Article 3 section 2 states that the Vice Chair shall automatically assume the role of Chair after one year. Also discussed Article 4 Section 2: A quorum is needed for the transaction of business at any meeting. A quorum shall be defined as at least 50% of the VMLC Board members. (all by-laws can be found at <https://vmlc.lili.org/documents/>) Will leave by-laws as is.
- **Audio, Video and STEM kit** – renewals – VIDEO – Meg Lojek will continue to be manager as long as libraries are interested. There are currently 5 libraries participating. Meg will look at circulation and patterns. AUDIO – Lori Clark will take over – there are currently 4 libraries that are using it. STEM – There are rotating kits, 6 libraries participating. The Consortium replaces consumables. Contact Doug Baker to have access to the website to update Circuit info.

Round Table:

- **From Clay Ritter (ICFL):** Jennifer Redford has Summer Reading Training with Regional Summer Reading Workshops. We will plan to have it after the February VMLC meeting on Feb 10, 2023 Friday from 11-3pm Lori suggested having it in Middleton at the Trolley Station right across from the Middleton Public Library. Jennifer will coordinate renting the Trolley Station and let us know.
- **Idaho Digital Consortium** – Clay will send an email to all of the libraries with collection numbers of ebooks and audio books to use on the Idaho Annual Public Library Survey for consistency. Advantage numbers need to be run by the libraries that have Advantage accounts.
- **Chromebooks:** You can circulate with a hotspot. Doug Baker at ICFL can help with management. If you hit 3 keys, you can power wash all data in between uses.
- **Libby** – libraries can host a program night – teach how to add all libraries to their account

Future VMLC Meeting Dates:

February 10, 2023 – possibly Trolley Station in Middleton

May 12, 2023 - Location to be determined

August 11, 2023 – Location TBD

November 3, 2023 – Maybe Payette – election of officers

Adjournment

- **Motion to adjourn approved AT 11:50AM– Timbra made motion, second by Lori – motion carried**

VMLC Meeting Email List

Amoral Tuttle Library: lbrdirector@gmail.com Melanie Cope

Cambridge Library: cambplib@ctcweb.net Lorrie Robertson

Cascade Library: librarydirector@cascadeid.us Maria Guest

Donnelly Library: director@donnellylibrary.org Sherry Scheline

Homedale Library: citylibrary@cityofhomedale.org Sharla Jensen

Horseshoe Bend Library: hsblibrary@gmail.com Teresa Cooper

McCall Library: mlojek@mccall.id.us Meg Lojek

Middleton Library: director@mymidlib.org Lori Clark

Midvale Library: mcl@mtecom.net Suzanne Ash

Parma (Patricia Romanko Public Library): parmalibrarymatters@gmail.com Gina Day

Payette Library: librarydirector@cityofpayette.com Co Intermin Directors- Deleice Ward and Wendy Walker

Weiser Library librarydirector@weiserlibrary.org Timbra Long

Public Library Consultant (ICFL) clay.ritter@libraries.idaho.gov Clay Ritter