

LIZARD BUTTE LIBRARY DISTRICT  
MINUTES OF THE BOARD OF TRUSTEE MEETING  
Held Nov. 14, 2019 Marsing, Idaho

Jamie Parkins called the meeting to order at 5:31 p.m. Board members present were Sue Adams, Maurina Rowley, and Margaret Scott.

MINUTES of Oct. 10<sup>th</sup> Board Mtg. were read and approved by unanimous consent.

LIBRARIAN'S REPORT was read and approved.

FINANCIAL REPORT was read and approved.

PAYMENT VOUCHER was read and approved to have all bills paid. Margaret Scott and Maurina Rowley signed checks.

Notice of Meeting Posted 11/7/19

Agenda Posted 11/12/19

Unfinished Business:

New Business:

1. RESOURCE MATE – is the system that we use to check in and out the books. The support gives us access to a help desk and lets us download information about the books. The cost for the year is \$237.00. Margaret made a motion to renew the support. The motion was seconded by Maurina and passed with unanimous consent.
2. MOBILE HOTSPOT POLICY – The policy was updated to include any patron that is late with a device twice will be unable to check out the device again. And if the device is not returned the patron's library access is revoked. Sue made a motion to accept the changes in the policy. The motion was seconded by Margaret and passed with unanimous consent.
3. LOST COMPUTER – The insurance claim process was very simple. The library received \$471.99 which is the cost of the computer and the set-up fee minus the \$500.00 deductible.
4. PURCHASE REQUESTS – None at this time.

Adjournment Time 6:20 pm

Respectfully Submitted

Janna Streibel

Secretary of the Board of Trustee