

**Latah County Library District
Meeting Minutes
September 13, 2005
Troy Library**

Attendance: Board – Steve Fischer, Sylva Staab, John Hasko, Jennifer O’Laughlin, Patti Roberts; Staff – Margie Fitzmorris; Director – Janice McPherson; Visitors – Patty McDonald (Deary), Wayne Schmidt (Deary), Sandy & Jennie Dalton (Deary), Jackie Kwate (Troy), Lizzie Baumgardner (Juliaetta), Kerry Cope (Juliaetta), Jenni Schacher (Lewiston).

President Fischer called the meeting to order at 5:30p.m.

No public comment was received.

O’Laughlin moved that the August 23 minutes be approved as submitted. Hasko seconded the motion. Motion unanimously carried.

Treasurer’s Report

Hasko reported that it looked like the District budget would close in the black.

Director’s Report

McPherson read the report received from Anne Cheadle, Access Services Manager. No other additions to the submitted report were made.

Committee Reports

Personnel – Staab reported that O’Laughlin, McPherson, and she met to discuss the salary increase issue. The preliminary recommendation, that all salary increases that are currently mandated in policy be changed to a pool of money that would be distributed to staff at the discretion of the director. Staab and O’Laughlin attended the staff meeting earlier in the day to hear staff concerns about what was initially referred to as merit increases. Staff would prefer that the pool be evenly distributed among all staff.

The personnel committee also discussed the evaluation process. All position descriptions are being reviewed. The evaluation forms will go out for all staff in early November. Completed evaluations are due mid-November. Staab is drafting a review form that all staff will be invited to complete regarding specific elements of their supervisor’s performance. The completed form must be signed and returned to the supervisor, who will in turn share these reviews with their supervisor; the director’s will go to the board.

Supervisor’s Report

Margie Fitzmorris, Troy branch supervisor, provided the board with a written report of the last year. This will be appended to the official minutes.

Unfinished Business

There was no unfinished business.

New Business

Lizzie Baumgartner and Jenni Schacher requested that the board apply for a grant from the Department of Commerce to help fund the third floor on the Juliaetta Community Center which would house the Juliaetta Library. Early into the presentation McPherson questioned what responsibility the District would assume if this was undertaken. McPherson grew increasingly agitated as it became clear that there could be significant ramifications for District staff. She indicated that she was not willing; given the information she had to recommend that the board approve this request. Unless she understood the full implications and had a chance to meet with the Juliaetta Friends she could not support this project given she is going to lose 1.0 FTE staffing October 1. There is no time for anyone, including herself to take on additional responsibilities. McPherson will meet with Jenni Schacher in Lewiston Thursday afternoon and will attend the meeting in Juliaetta Monday evening, September 19 at 6:00p.m. to gather more information. However, unless the Juliaetta Friends can come up with the manpower to do all that must be done to fulfill the grant requirements McPherson is

not very encouraging about the District taking this additional responsibility on at a time when staff are already stretched too thin.

The meeting was adjourned shortly thereafter because McPherson needed to get to another meeting in Bovill at which Friends representatives were meeting with local legislators.

All other New Business items will be discussed at a later time.

The meeting was adjourned at 6:20p.m.

Next meeting – October 18, 2005 at the Genesee Library