

Library District Advisory Council – Meeting Minutes
September 22, 2005
12:30 – 1:45 p.m.
Moscow Library Board Room

Attendance: Steve Fischer (LCLD Trustee), Jan Eck (Bovill), Nancy Hepler (Troy), Sandy Dalton (Deary), Carol Haddock (Potlatch), Judy Brown (Moscow), Janice McPherson (LCLD Director). Absent: Louise Regelin (Genesee). Frank Jacobson (Juliaetta) is unable to serve on the committee and expects the Juliaetta Friends will select his replacement.

McPherson distributed packets in which were included (Packets will be sent to Regelin and Jan Welles, Juliaetta Branch supervisor to give to her Friends group):

- ✓ Agenda & Meeting Objectives
- ✓ FY 05-06 Budget;
- ✓ "Ways to donate to the Latah County Library District" document;
- ✓ "Opportunities for Involvement in the Latah County Library District" document;
- ✓ Candidate Form;
- ✓ "Trustee Roles & Responsibilities: Committees" article;
- ✓ "Friends like these have an important voice" article;
- ✓ Board of Trustees Annual Calendar;
- ✓ 2004 Idaho Public Library Statistics.

McPherson explained that the final FY 05-06 budget includes a revenue line for the federal LSTA (Library Services & Technology Act) funding that the Library District will receive which amounts to 75% (\$77,426) of the total cost to join the VALNet consortium that includes migrating to a new library system. The local match (25% - \$25,808) for the grant will come from the District's fund balance.

The "Ways to Donate" document lists the three major ways in which a person can give to the District. **First**, the 01 – General Fund. This is the fund that contains the bulk of District money; the budget that the Board must approve each year.

The 02 – Restricted Use Fund is where donations with restrictions are deposited. The accounts in this fund include each of the branch libraries, both general donations and those earmarked for the summer reading program. McPherson noted that each branch library's Friends also have money they use to support their respective libraries. She wondered if the branch Friends would be interested in consolidating all this program money into their checking accounts. If so, she would take the request to the board. According to our auditor, with board approval, transfer of these funds to the Friends is appropriate.

The **second** way a person can help support the District libraries, as previously noted, is through their Friends group. Each group, to McPherson knowledge, has a checking account and accepts donations for their library. Donations to these groups are tax deductible if the group has received 501(c)(3) status.

The **third** way donations to the District are received is through the Latah County Library District's Foundation. Again, funds are invested in a general account, or a separate account for a specific library can be set up. Hepler has some very good ideas on how to grow the Foundation's pool. She was encouraged to be the Troy representative to the Foundation.

Most of the discussion centered on the "Opportunities for Involvement" document. McPherson sees the Library District Advisory Council as a way for her to receive input from all District communities on a

variety of issues. All thought having a board member regularly attend these quarterly meetings would be a good way to keep communication lines open.

Does the establishment of board committees make the LDAC unnecessary? The consensus of the group was that LDAC has representatives from all libraries, while the committees will only have a couple of community representatives with interests in those particular areas. LDAC will be useful by providing District-wide input on issues to the director as well as a way to get information out to each of the Friends groups.

The Foundation board also has slots for a representative from all seven communities. This provides, yet another opportunity for interested people to get involved in a valuable support activity for the District.

Several meetings of a "mega Friends group" likened to the Boy Scouts roundtable discussions allows an avenue for the Friends to share ideas and explore possible fundraising efforts.

McPherson stated the need to revise the Board's Friends Policy. The policy committee will take on the task of drafting a policy that will provide a clearer understanding of the District – Friends relationship. The "Friends..." article will be useful in these discussions.

With the myriad opportunities for input from staff and the communities, it will be essential that all the information be channeled in a meaningful way to the board for their consideration. This will be the director's responsibility.

McPherson will provide a slate of interested people for each committee to the board at their October meeting. To that end, each LDAC member received a Candidate Form. Several completed the form and gave it to McPherson, while others will talk with their Friends to allow all interested people an opportunity to serve on one of the committees. McPherson will send a notice to the DN, Trib, and Eagle alerting all readers to these committee vacancies. She hopes to have slates ready by November at the latest so the committees can begin work.

The District's website will be used to provide information for all Friends groups: meeting announcements, officers or contact persons, meeting minutes, by-laws, etc., anything that may be of interest to others. The LDAC agenda, minutes, etc. will also be posted on the website.

The Board's Annual Calendar and the Public Library Statistics were provided as information items.