

**Latah County Library District
Board of Trustees - Meeting Minutes
February 20, 2007
Moscow Library**

Attendance: Board – Patti Roberts, Sylva Staab, Jennifer O’Laughlin, Chris Kowrach; Staff – Carol Kampenhout; Interim Director – Anne Cheadle

Roberts called the meeting to order at 5:30 PM.

There was no public comment.

It was moved and seconded to approve the minutes for the January board meeting. Motion unanimously carried.

In Eck’s absence, Roberts asked for questions regarding the financial reports. Kowrach identified a duplicate entry, asked about the Urban Renewal adjustment and whether the quarterly VALNet fee would remain the same. Kampenhout clarified the first two issues and indicated that the VALNet fee did represent one quarter of the annual fee. Roberts commented on the high cost of utilities and asked for confirmation that Juliaetta’s utilities were paid yearly, which Kampenhout gave. O’Laughlin commented that the District was ahead of budget on property tax revenue and Kampenhout explained that typically the January tax payment was the largest. O’Laughlin moved and Staab seconded to approve the January financial report. Motion unanimously carried.

Roberts presented the January expenditures report. O’Laughlin moved and Staab seconded to approve the expenditures. Motion unanimously carried.

Cheadle offered several additions to the Director’s report:

- Jeannie Haag, the Technical Services Manager, trained with Washington-Idaho Network (WIN) staff in Spokane that day to become one of the VALNet System Administrators. This is a long-awaited development.
- Cheadle distributed copies of the current draft of the brochure representing the LCLD Foundation
- Cheadle also distributed copies of a column written by Steven Stehr, President of the Moscow Friends of the Library. His column will appear in Thursday’s edition of the Daily News.
- The Library District will pursue becoming an “LVIS” library—a member of the “Libraries Very Interested in Sharing” group. This program increases our free interlibrary loan options.
- Cheadle reported that she had been contacted by Jenny Sheneman, the new Executive Director of Heart of the Arts, Inc. Sheneman is in charge of managing the Moscow 1912 Center and discussed possibilities for a library presence in that building, including the idea of a permanent Friends Book Sale outlet.

Cheadle presented the Use and Program statistics.

On behalf of the Policy committee, O’Laughlin tabled the second reading of Personnel Policy 2.6.1 until the March Board meeting.

Business Manager Kampenhout presented her annual report. She distributed copies of her job description and a copy will be appended to the minutes. Roberts expressed appreciation to Kampenhout for her work on behalf of the Library District.

Cheadle circulated copies of the 2005-2006 LCLD Annual Report. Staab moved and O’Laughlin seconded to approve the report. Motion unanimously carried.

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Roberts tabled discussion of the Communications Statement until all Board members could be present.

Cheadle presented a copy of the annual report submitted to the Idaho Commission for Libraries in accordance with Idaho statute. O'Laughlin moved and Staab seconded to approve the report. Motion unanimously carried. Kowrach requested that Cheadle e-mail her an electronic copy of the report.

Cheadle presented the idea of conducting the District's first Food for Fines campaign since joining the VALNet Consortium last February. Board members welcomed the idea and Cheadle will work with staff on developing a timetable, guidelines and publicity.

There was no public comment.

At 6:30, the Board went into executive session to discuss the Director Evaluation.

At 6:55, Cheadle met with the Board in executive session.

The executive session ended and the meeting was adjourned at 7:25 PM.

Next meeting – March 20th at the Moscow Library at 5:30p.m.