

**Latah County Library District
Board of Trustees - Meeting Minutes
March 18, 2008
Moscow Library**

Attendance: Board – Sylva Staab, Patti Roberts, Chris Kowrach, Loreca Stauber, Bill Warren; Staff – Carol Kampenhout, George Williams; Director – Anne Cheadle; Guests – Jeff Gilson, Gary Riedner, Jen Pfiffner

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

There was no public comment.

Staab asked to move guest Jeff Gilson to the top of the agenda.

Gilson introduced himself as a Service Representative for the VEBA Service Group. He distributed information regarding the new HRA/VEBA plan that the board approved funding at the February meeting. A copy of that information is appended to the minutes.

Gilson explained that a VEBA was a vehicle to hold money for library employees so they could pay for qualified medical expenses totally tax free. He highlighted other aspects of the VEBA plan, including the fact there was no use-it-or-lose-it provision and that employees could choose from among a variety of investment options. Staab thanked Gilson for his presentation.

Warren requested that information on items requiring a board vote be provided in advance of the meeting.

Staab solicited additions or corrections to the February meeting minutes. Roberts moved and Kowrach seconded to approve the minutes as written. Motion unanimously carried.

Staab presented the Treasurer's report. She commented that revenues and expenditures looked fine and solicited questions. Roberts asked about the \$3,000 expense in the Discretionary category and Kampenhout confirmed that was for the VenMill disk cleaner. Warren asked for clarification on the low sales tax revenue and Kampenhout responded that sales tax checks were only received four times per year. Warren also asked for clarification of the Technology Department expenses listed on the new Profit and Loss General Fund report. Kampenhout acknowledged that should be corrected to read Technical Services Department. Warren thanked Kampenhout for providing the new summarized Profit & Loss report.

Roberts moved and Stauber seconded to approve the Treasurer's report. Motion unanimously carried.

Staab presented the February expenditures. Kowrach moved and Roberts seconded to approve the February expenditures. Motion unanimously carried.

Cheadle presented the Director's report. She also distributed information regarding Project ACCESS. A copy is appended to the minutes. Roberts asked if the Project ACCESS donations included large print materials. Williams and Cheadle replied that they hadn't seen large print in the donated collection. Cheadle will talk to the Adult Services Manager about adding related titles in that format to the library's regular collection.

Cheadle informed board members of a recent and significant memorial donation of materials and said that she and the Adult Services Manager were currently working with the family on how the donation might best be handled. She also informed board members that she had been working with Kampenhout and Staab on a way to acknowledge the contribution of library employees not eligible for the VEBA benefit. Stauber and Kowrach both expressed interest in looking at library positions that were currently not eligible for benefits and doing what was possible to improve them.

Board members received copies of the February use statistics prior to the meeting.

Staab suggested tabling committee reports and other agenda items to allow the Access Services Manager and guest Gary Riedner to make their presentations.

Access Services Manager George Williams presented his annual report. He also distributed information on DVD rotation statistics. A copy of each report is appended to the minutes. Staab and Cheadle each thanked Williams for his reports and for his valuable contribution to the library.

Staab introduced guest speaker Gary Riedner, the Moscow City Supervisor. Reidner presented information on the proposed Legacy Crossing Urban Renewal District Redevelopment Plan. He gave Cheadle a bound copy of the plan for the Library District and informed board members that the plan is also available online through the Urban Renewal Agency link on the City of Moscow's website. The plan is scheduled to go before the Moscow City Council for approval on May 19th. Staab and other board members thanked Riedner for his presentation.

Due to the lateness of the hour, Staab tabled committee reports and unfinished business until the next board meeting.

There was no public comment.

Staab adjourned the meeting at 7:45 PM.

Next meeting – April 15th at the Potlatch Library at 5:30 PM