

**Latah County Library District  
Board of Trustees - Meeting Minutes  
August 19, 2008  
Moscow Library**

Attendance: Board – Sylva Staab, Patti Roberts, Loreca Stauber, Bill Warren; John Pool; Staff – Jeannie Haag, Carol Kampenhout; Director – Anne Cheadle. Members of the public: David Hall (arrived after meeting had begun)

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

Since this was Pool's first meeting after his appointment, Staab introduced him as a new board member.

Staab called for public comment. Staab read the following statement from former board member Chris Kowrach into the record: "As a member of the public this note is to inform you I very much support and applaud your efforts to remove FREE from the LCLD's name thus making all names referring to the LCLD the same. THANK YOU for taking care of this detail." There was no other public comment.

Staab solicited additions or corrections to the July meeting minutes. Warren noted that he had presented the Treasurer's report and June expenditures rather than Staab. Kampenhout corrected the name "McAllister" to "Callister". Pool moved and Roberts seconded to approve the minutes as corrected. Motion unanimously carried.

Warren presented the Treasurer's report. He commented that he didn't have much to add to the report and encouraged board members to direct questions to Kampenhout. Roberts moved and Pool seconded to accept the Treasurer's report. Motion unanimously carried.

Warren presented the July expenditures and again referred questions to Kampenhout. Roberts moved and Pool seconded to approve the July expenditures. Motion unanimously carried.

Cheadle presented the Director's report. She informed board members that the library planned to bring a request for an automated Internet signup system to the board at the September meeting and asked them to direct their questions to her so that the request could address them. Board members asked that the request be specifically linked to the LCLD strategic plan. They also asked that relevant information be sent to them in advance of the meeting. Board members expressed interest in the specifics of how such a system might work.

Use and program statistics had been sent to the board members in advance of the meeting; there was no discussion of the statistics.

Staab noted that there were no committee reports scheduled for this meeting in order to allow more time for other agenda items.

Technical Services Manager Jeannie Haag presented her annual report. A copy of the report is appended to the minutes. Haag expressed appreciation for the new CD disk cleaning machine and reported on the changes in item statistical categories that were being made in order to provide more detailed use information. Staab and Cheadle each thanked Haag for her service to the library.

Before beginning discussion of the name change agenda item, Staab solicited public comment from guest David Hall. Hall expressed his desire that the district retain the word "free" in its name: "Why lose the "free" distinction when so few things are free?" Board members and Cheadle shared the reasons behind the proposed name change with Hall.

Staab read the final name change resolution aloud. Roberts moved and Stauber seconded to accept the resolution as written. Motion unanimously carried.

Staab addressed the issue of a board retreat. She asked for input on agenda items for the retreat and several suggestions were made. These included discussion of the document concerning board process that Warren presented to board members at the July meeting, discussion of individual strengths and styles, discussion of the upcoming strategic planning process, and discussion of the idea of developing a financial policy statement for the district.

Further discussion of the retreat was tabled so that the budget discussion could begin.

Cheadle distributed a handout presenting the budget. Roberts expressed concern that there might be a slowdown in new construction that would impact revenue and wondered also about the impact of the new urban renewal district. In additions to concerns about the 2008 budgeting process, Warren was concerned that the board identify which budget items are taken from the fund balance, as that source of funding will disappear when the fund balance is spent, requiring that any ongoing expenditures based on it be cut. Warren did not oppose the 4% COLA.

Stauber moved that the proposed budget be approved as written with an increase of \$5,518 to raise the January 2009 COLA increase from 3% to 4%. This changed the final budget total to \$1,063,525. Roberts seconded the motion. The motion passed with Staab, Roberts, Stauber and Pool in favor and Warren opposed.

Cheadle asked for and received confirmation that the COLA increase was not subject to any further board approval.

Discussion returned to the board retreat agenda item. Board members agreed on October 11<sup>th</sup> as the first choice date for the retreat. Board members were asked to share further retreat agenda suggestions to Cheadle. Cheadle will contact Jan Wall, the Idaho Commission for Libraries Northern Field Office Consultant, to see whether she is available to facilitate the retreat. If so, Cheadle and Staab will meet with Wall to develop a draft of the retreat agenda and will bring the draft to the board for approval at the September meeting.

Cheadle reported briefly on the San Jose State University MLIS coursework. She shared that the residency program was a great experience.

Board members discussed agenda items for the September meeting. Roberts will present proposed policy changes for a second reading. Cheadle will bring the request for an automated Internet signup system, and the retreat agenda will be discussed. Cheadle will forward Warren the current board meeting agenda calendar.

There was no public comment.

There was no executive session.

Staab adjourned the meeting at 7:45 PM.

AMC  
Approved 9/16/08

**Next meeting – September 16<sup>th</sup> at the Troy Library at 5:30 PM**