

**Latah County Library District  
Board of Trustees - Meeting Minutes  
August 18, 2009  
Moscow Library**

Attendance: Board – Sylva Staab, Loreca Stauber, Bill Warren, Mike Brown, Mary McGregor; Staff – Jeannie Haag, Carol Kampenhout; Director – Anne Cheadle. No members of the public were present.

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

Staab solicited changes or additions to the agenda. Warren announced and Kampenhout confirmed the board would not be able to vote to approve the 2009-2010 budget at this meeting because proper public notice had not been issued. After discussion, the board set a special meeting for 10:00 AM on Wednesday, August 26<sup>th</sup> for the purpose of approving the budget. Staab and Warren will try to attend by phone. Kampenhout will send appropriate notice after tonight's meeting to the Daily News, which is the newspaper of record, and to the Latah Eagle. Cheadle will ensure the information is posted on the library website and in the library.

Staab solicited public comment and there was none.

Staab introduced new trustee Mary McGregor and explained that McGregor had been sworn in at the Moscow Library on August 12<sup>th</sup>. Board members welcomed McGregor.

Staab solicited additions or corrections to the July 21<sup>st</sup> and July 24<sup>th</sup> meeting minutes. Stauber moved and Brown seconded that the minutes of both meetings be approved as written. Motion unanimously carried.

Staab called for the July Treasurer's report. Warren noted he didn't see cause for concern and that the percent of budget spent was still slightly below the percent of the year elapsed. Kampenhout shared she had just received a sales tax payment of \$16,700 and estimated total sales tax revenue would probably reach the budgeted projection. Brown moved and McGregor seconded to accept the July report. Motion unanimously carried.

Staab asked for a motion to accept the July expenditures. McGregor moved and Stauber seconded to accept the July expenditures. Motion unanimously carried.

Staab asked Cheadle if she had comments to add to the August Director's report and Cheadle reviewed the highlights.

Cheadle presented the June and July use and program statistics. She noted changes in the report reflected increased efforts to gather data on how district libraries were meeting the needs of their communities.

Staab reported on behalf of the Planning committee. She noted that due to summer scheduling challenges, she and Cheadle had not yet met to discuss committee activities.

There were no other committee reports, but Brown and Stauber both expressed interest in serving on the Policy committee when it formed in September.

Technical Services Manager Jeannie Haag presented her annual report and discussed recent VALNet issues concerning the online library catalog. Staab and Cheadle thanked Haag for her ten years of service to the library.

Staab addressed unfinished business. Board members asked for a discussion of the proposed 2009-2010 budget even while acknowledging no vote would be held until August 26<sup>th</sup>. Warren, Kampenhout and Cheadle presented the proposed budget and noted the impact of new information from the county regarding property tax revenue. They also reviewed new elements of the presentation. Staab asked board members to express any concerns they had about the budget and no concerns were expressed.

Staab addressed the issue of trustee orientation. McGregor confirmed she had received orientation materials from Cheadle and said she would contact Cheadle with a list of possible dates for meeting with Moscow Library staff. McGregor noted she would like to visit the rural libraries and would make those visits independently.

Staab solicited input on the September board meeting agenda. Board members suggested adding the topic of a board retreat to the agenda. Warren indicated he saw no need for a Finance committee report in September. Staab will report on behalf of the Planning committee. Cheadle noted the meeting will be at the Troy Library and confirmed she would add regularly scheduled agenda items. Kampenhout will include information about an energy saving lighting system she is investigating within the Director's report.

There was no public comment.

There was no executive session.

Staab adjourned the meeting at 7:00 PM.

AMC  
Approved 9/15/09

**Next meeting – September 15<sup>th</sup> at the Troy Library at 5:30 PM**