

**Latah County Library District  
Board of Trustees - Meeting Minutes  
September 15, 2009  
Troy Library**

Attendance: Board – Sylva Staab, Loreca Stauber, Mike Brown, Mary McGregor; Staff – Margie Fitzmorris, 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. No changes were proposed. Staab noted that Warren was absent due to illness.

Staab solicited public comment and there was none.

Staab solicited additions or corrections to the August 18<sup>th</sup> meeting minutes. Brown moved and McGregor seconded to approve the minutes as written. Motion unanimously carried.

Staab solicited additions or corrections to the August 26<sup>th</sup> meeting minutes. McGregor moved and Brown seconded to approve the minutes as written. Motion unanimously carried.

Staab called for the August Treasurer's report. In Warren's absence, Kampenhout presented the report. She noted library finances were in good shape and that September will be the last month of the library's 2008-2009 fiscal year. Stauber asked about the status of current energy saving projects and Kampenhout reported on progress. Stauber moved and Brown seconded to accept the August report. Motion unanimously carried.

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

Kampenhout noted the need for an additional signatory on the library's checking account. McGregor offered to fill the role and Kampenhout will contact her with more information.

Staab asked Cheadle if she had comments to add to the September Director's report and Cheadle reviewed the highlights. Cheadle acknowledged the extraordinary contribution of library substitute and supporter Betty Leslie and board members signed a card thanking Leslie for her work. Cheadle distributed information about the new Career Information System database offered through the library website.

Cheadle presented the August use and program statistics. She reported that total circulation continues to climb and offered statistics on the increasing number of holds.

Staab reported on behalf of the Planning committee. She noted she and Cheadle will meet within the next week to discuss committee activities.

There were no other committee reports. Staab identified the need to form a Policy committee to begin the annual policy review. Brown and Stauber offered to serve on the committee and Brown volunteered to chair it. Cheadle and Kampenhout will be on the committee and Cheadle will identify other library staff members to participate also. Brown and Cheadle will meet to determine possible meeting dates. Staab thanked Brown for his willingness to serve as chair.

Troy Branch Supervisor Margie Fitzmorris presented her annual report and thanked both the Troy Friends and the City of Troy for their support of the library. Staab and Cheadle thanked Fitzmorris for her outstanding service.

Staab addressed unfinished business. She asked McGregor to report on the progress of her new trustee orientation. McGregor has not yet had the chance to visit some of the rural libraries but plans to do that soon. Board members and Cheadle offered suggestions and further assistance with the orientation process.

Staab addressed the issue of a board retreat. She outlined the format of past retreats. After discussion, board members decided there was no need for a retreat at this time.

Staab noted the policy review process would begin with the Policy committee.

Staab solicited input on the October board meeting agenda. She confirmed there would be reports from the Planning and Policy committees. Cheadle will contact Warren regarding a report from the Finance committee and noted the meeting will be at the Genesee Library. She confirmed she would add regularly scheduled agenda items.

There was no public comment.

There was no executive session.

Staab adjourned the meeting at 6:30 PM.

AMC  
Approved 10/20/09

**Next meeting – October 20<sup>th</sup> at the Genesee Library at 5:30 PM**