

**Latah County Library District
Board of Trustees - Meeting Minutes
June 15, 2010
Bovill Library**

Attendance: Board – Sylva Staab, Loreca Stauber, Bill Warren, Mike Brown, Mary McGregor, Carrie Bitterwolf; Staff – Paula Winter, Carol Kampenhout; Director – Anne Cheadle; Members of the public – John McGregor

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

Staab solicited changes or additions to the agenda and there were none.

Staab solicited public comment and there was none. Staab thanked guest John McGregor for his attendance.

Staab solicited additions or corrections to the May 18th meeting minutes. Brown moved and Warren seconded to accept the minutes as written. Motion unanimously carried.

Staab administered the oath of office to McGregor and Bitterwolf. The new trustees signed certificates confirming their office, with Staab and Cheadle co-signing each one.

As Vice President of the Board, Stauber assumed leadership of the meeting. She thanked Staab for her capable and dedicated service to the board and library, and for offering to assist the library in the future with human resources issues and by providing new trustees with an orientation to the board. McGregor and Cheadle presented Staab with gifts and acknowledgements from library staff and fellow trustees, and a brief reception was held in Staab's honor. At 6:00 PM, after the reception, Staab, trustee McGregor, and guest McGregor exited the meeting.

Stauber called for the Treasurer's report. Warren reviewed the highlights of the May financial report and observed that the library budget was on track. He noted the next large property tax payment would be received in July and would reverse the temporary deficit. Brown moved and Bitterwolf seconded to accept the May financial report. Motion unanimously carried.

Stauber solicited questions on the May expenditures. Warren moved and Brown seconded to accept the May expenditures of \$79,547.11. Motion unanimously carried.

Stauber asked Cheadle to present the June Director's report and Cheadle reviewed the highlights. Cheadle also presented the May use statistics and confirmed that overall circulation continues to increase. She noted that statistics on patron computer use have now been collected for over a year and thus will begin to allow month to month comparisons.

Stauber confirmed there was only one committee report and asked Warren to report on behalf of the Finance Committee. Warren stated the committee had met by phone and planned to meet in person once projected budget numbers were available. The committee plans to present the proposed 2010-2011 budget at the July meeting, with the public hearing scheduled for August.

Bovill Branch Supervisor Paula Winter presented her annual report. She distributed copies of her written report and briefly reviewed the highlights. Stauber thanked Winter for her report and service to the library. Cheadle thanked Winter for her excellent management of community and patron relations.

Kampenhout gave an update on the waterwise demonstration garden project at the Moscow Library. She said that with the recent grant award of \$7,700 from the Inland Northwest Community Foundation, funding for the project now totals \$12,425 and therefore exceeds the projected cost by \$355. She announced that the AmeriCorps volunteer originally identified to help coordinate the project was no longer available but a new volunteer had been selected and began work this week. She estimated that the first stages of the project would include grading, placement of the basalt columns and installation of the pathway, with planting to follow in the fall.

Stauber solicited questions on the project and there were none. Stauber thanked Kampenhout for her update and offered her own help with planting when that phase of the project began.

Stauber called for the election of officers. After discussion, a slate of officers was proposed which included Stauber for President, Brown for Vice President, Warren for Treasurer and Bitterwolf for Clerk. There was consensus agreement and Stauber declared the proposed slate of officers approved unanimously.

Stauber called for discussion of the 2010-2011 Board Meeting Calendar and Cheadle distributed draft copies. After discussion, Brown moved to approve the proposed calendar with the following changes: Remove the suggested agenda item "trustee evaluation", add a note in March and June clarifying that reviews were only scheduled to begin at those meetings, and drop "budget review" from the June agenda. Warren seconded the motion and it carried unanimously.

Stauber called for questions on the proposed schedule of 2010-2011 holiday closures. Warren moved and Brown seconded to approve the holiday closure schedule as presented. Motion unanimously carried.

Stauber addressed the issue of review of the board bylaws and Cheadle distributed copies of the current version. After discussion, the board agreed by consensus to prepare to suggest amendments at the July meeting and put any amendments proposed to a vote at the August meeting.

Stauber solicited input on the July board meeting agenda. Cheadle confirmed the meeting would be held at the Deary library and the annual meeting calendar called for review of the proposed 2010-2011 budget. She noted that the Deary Branch Supervisor would be on the agenda to present her annual report and confirmed that the review of board bylaws would continue. Warren asked that a presentation by the Finance Committee be included.

Stauber solicited public comment and there was none.

Stauber inquired about the need for an executive session and Brown moved to enter executive session to discuss the director's compensation pursuant to Idaho Statute 67-2345(c). The board approved the motion by consensus and entered executive session at 7:15 PM.

The board exited executive session at 7:20 PM and Stauber adjourned the meeting at 7:20 PM.

AMC
Approved 7/20/10

Next meeting – July 20th at the Deary Library at 5:30 PM