

**Latah County Library District  
Board of Trustees - Meeting Minutes  
October 19, 2010  
Genesee Library**

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

Stauber called the meeting to order at 5:31 PM. The board formally exited the executive session that began during the September 21<sup>st</sup> board meeting.

Stauber solicited changes or additions to the agenda and there were none. McGregor asked to include a brief update on the waterwise garden project at the Moscow library and will do so during the Director's report.

Stauber solicited public comment and there was none.

Stauber solicited questions on the September 21<sup>st</sup> meeting minutes. Warren moved and Bitterwolf seconded to approve the minutes as written. Motion unanimously carried.

Stauber called for the Treasurer's report. Warren reviewed the highlights of the September financial report and observed that September was the last month of the fiscal year. Kampenhout noted the current report was only a draft end-of-year summary and the audit report scheduled for December would have the final numbers. Warren asked and Kampenhout confirmed that the library materials expenditure total included purchases made using cash donations to the library. Brown moved and McGregor seconded to accept the Treasurer's report and approve the September expenditures of \$87,102.15. Motion unanimously carried.

Stauber asked Cheadle to present the October Director's report and Cheadle reviewed the highlights. Cheadle thanked the board for their support sending five library staff members to the statewide Idaho Library Association Conference in Post Falls. She also thanked Kampenhout for her work coordinating volunteers to plant and maintain the new native plant garden at the Moscow library. McGregor, Kampenhout and Stauber updated the board on the waterwise garden project. Cheadle solicited questions on the Director's report and there were none.

Cheadle presented the September use statistics. She solicited questions on the statistics and there were none.

Stauber confirmed there were committee reports from the Planning, Policy and Compensation Committees and asked McGregor to report first on behalf of the Planning Committee. McGregor reported that she continues to recruit committee members and she and Warren are working on a planning timeline and process. There was brief discussion of planning issues.

Brown reported on behalf of the Policy Committee in their special assignment to review the board bylaws. He reported that the committee had met October 14<sup>th</sup>. He distributed a draft of the revisions proposed by the committee and reviewed the changes. He noted the committee recommended reviewing the committee portion of the bylaws beginning in January 2011. After discussion, Brown confirmed he would review Warren's written comments and confer further with the committee before presenting the revisions again at the November meeting.

Bitterwolf reported on behalf of the Compensation Committee. She distributed and reviewed a written summary of committee activities to date and noted the committee would meet again on October 27<sup>th</sup>. Bitterwolf confirmed that the committee planned to conduct a staff survey and then present information on committee findings and recommendations at the November board meeting.

Stauber called for the annual report from Genesee Branch Supervisor Connie Sobczyk. In Sobczyk's absence, Cheadle distributed written copies of the Genesee library report and thanked the board on her behalf. There was discussion of the Genesee library's current projects and issues.

The board agreed by consensus to address unfinished business last and Stauber asked for discussion of the idea of a board retreat. Brown moved and Warren seconded that the board not have the orientation retreat suggested on the annual calendar. Motion unanimously carried.

Stauber confirmed that the next board meeting would be held November 16<sup>th</sup> at 10:00 AM in the 4H Kitchen of the Latah County Fairgrounds, as discussed at the September meeting. She solicited agenda items for the meeting. Board members agreed by consensus that the focus of the meeting would be on reports from the Planning, Compensation and Policy Committees. Cheadle noted that the annual board calendar called for the Youth Services Manager's annual report and the draft of the 2009-2010 annual report. She proposed and the board agreed by consensus that a written report from the Youth Services Manager would be sufficient and that the annual report draft would be due after the December audit.

Stauber addressed the convening of the Personnel Committee, consisting of all board members. Brown moved and Bitterwolf seconded to convene as a Personnel Committee and the board convened the committee meeting. Brown moved and McGregor seconded to enter executive session pursuant to Idaho code sections 67-2345(b) and (c). Brown requested a roll call vote and Stauber, Brown, Bitterwolf, Warren and McGregor voted in favor. Motion carried unanimously. The Personnel Committee entered executive session at 7:08 PM.

The board exited executive session at 7:44 PM and reconvened the public meeting. Brown moved and Bitterwolf seconded to increase the director's salary to \$60,000 to take effect in January 2011 with the proviso that the director not participate in any salary improvement offered to the library staff. Brown requested a roll call vote. Stauber, Warren, Bitterwolf and McGregor voted in favor; Brown opposed. Motion carried.

Stauber solicited public comment and there was none.

Stauber adjourned the meeting at 7:53 PM.

AMC  
Approved 11/16/10

**Next meeting – November 16<sup>th</sup> at the Latah County Fairgrounds at 10:00 AM**