

**Latah County Library District
Board of Trustees
Special Meeting
June 7, 2005
5:30p.m.
Moscow Library**

Attendance: Board – Jennifer O’Laughlin, John Hasko, Steve Fischer, Ben Jenness, incoming Board member Sylva Staab; Staff – Chris Sokol, Carol Kampenhout, Cathy Ensley, Jeannie Haag, Anne Cheadle, Betsy Bybell, Connie Anderson-Chalker, June Falk, Harriet McQuarie; Director – Janice McPherson; Public – Wayne Schmidt, Bill & Sue Mitchell, Patty McDonald, Cynthia Nye, Linda Taff, Carol Haddock, Frank Jacobson, Mary Hughes, Sarj Ghoting (there were others but they did not sign the sheet); Reporter – Megen Doyle.

The meeting was called to order by President O’Laughlin. Since there were numerous people in attendance President O’Laughlin opened the floor up for public comment.

It was clear that many people were expecting a formal presentation from McPherson on the budget but that was not the intent of the meeting. The meeting was set as a work session for McPherson to work with the Board answering questions that they may have on the drafts.

Several board members opined that the staff positions and outreach be protected. But as McPherson pointed out something has to give we cannot protect staff positions and at the same time have a respectable materials budget. And since many of the people in attendance also emphasized the importance of having materials in their libraries McPherson said what we need to find is a balance. The operations budget accounts for about 20% of the budget which is where it should be. It is the staffing and materials imbalance that is making this budget unsustainable. Staffing should be about 65% and materials about 15% but in scenario #1, which seemed to be the most likely scenario to focus on, staffing is at about 73% and materials about 6%.

McPherson also noted that she was concerned about the perception of joining VALNet with such a small materials budget since there is an expectation that each VALNet member will “carry their own weight” as regards purchasing new materials.

There is the hope that a concerted fundraising effort would take place in the county to help get the materials budget up to a minimum of 10% but one person in attendance, a member of one of the branch Friends groups, said he wouldn’t expect the Friends to contribute much to this effort.

There were a few changes that were identified in the scenario #1 budget:

- Reduce the discretionary money from \$10,000 to \$5,000
- Eliminate the staff expense for a staff retreat. This is possible since in scenario #1 the expense from the retreat came from the understanding that the retreat was to be held on a Saturday, which would have resulted in additional pay for all staff. Instead the

District libraries can all be closed on a day they are all normally open so no additional salary expense would be incurred.

It was noted that there were some expenses that if not used could be converted over to the materials budget toward the end of the fiscal year.

- Sick leave
- Discretionary

Other elements that warrant further investigation:

- Contract out courier service
- Work with branch communities to take over utilities expense
- Possibly eliminate Dental and Disability insurance
- Dues
- Conference expenses
- Medical coverage

The meeting was adjourned at 7:30 p.m.

The next meeting of the Board of Trustees will be Tuesday, June 28 in Bovill. It will be held at the Bovill Community Center.