

**Latah County Library District
Meeting Minutes
June 28, 2005
Bovill Family Support Center**

Attendance: Board – Jennifer O’Laughlin, Steve Fischer, Ben Jenness (out-going), Patti Roberts, John Hasko, Sylva Staab (in-coming); Staff – Chris Sokol, Anne Cheadle, Jeannie Haag, Margie Fitzmorris, Debbie Fischer, Jan Welles, Paula Winter, John Pool; Director – Janice McPherson; Visitors – Charlene & Bob Schilling (Genesee), Frank Jacobson (Kendrick), Coreen House (Bovill), Andrea Carrol (Juliaetta), Gail Biggers (Deary), John Welles (Juliaetta), Susan Ferguson (Troy), Betty & George Leslie (Troy), Ellis Anderson (Troy), Jackie Kwate (Troy), Kelly Jo Funke (Bovill), Bob Wofford (Bovill Church), Elizabeth Heimgartner (Juliaetta), Tawnya Feldman (Kendrick), Sharon Gephart (Juliaetta), Sheila Loomis (Bovill), Jack Wunderlich (Kennewick), Joe Brady (Bovill), Brad Dorendorf (Bovill), Karen & Manley Waldron (Bovill), Sue & Bill Mitchell (Deary), Leslie Wilson (Genesee), Patricia McDonald (Deary), Megan Wright (Deary), Joleen, Luke & Robby Joslin (Bovill), Clayton Beyer (Bovill), John McDonald (Bovill), Pat & Jan Eck (Bovill), Becky Kellom (Bovill).

President O’Laughlin called the meeting to order at 5:30p.m.

The first order of business was to install Sylva Staab as the new board member filling the position vacated by Ben Jenness. Jenness received many well wishes and we will miss him. Staab was welcomed and we all look forward to working with her.

McPherson made her budget presentation which provided an overview of the FY 05-06 budget proposal. The meeting was then turned over to Jan Wall, Idaho State Library Northern Field Representative who reviewed the public comment guidelines that were followed. Comments were received from numerous people. Several written statements were received and are appended to the official copy of the board minutes. McPherson will draft answers to all of the questions and comments received. This information will be sent to the board members for their suggestions on how to improve the responses. All questions and answers will be posted on the Library District’s website by July 15, 2005. The questions and answers will also be appended to the official copy of the board minutes.

Fischer moved that the May 17 minutes be approved as submitted. Roberts seconded the motion. Motion unanimously carried.

Fischer moved that the June 7 (Special Meeting) minutes be approved as submitted. Hasko seconded the motion. Motion unanimously carried.

Hasko reviewed the budget report indicating that the bottom line amount expended is drawing closer to the percent of the year that has elapsed. Collection development staff has been informed that unspent discretionary money will be freed up for library materials as we become more certain that it won’t be needed for emergency situations. **Fischer moved that the treasurer’s report be approved as submitted. Roberts seconded the motion. Motion unanimously carried.**

Director’s Report

There were no additions to the report that was submitted.

Branch Supervisor Report

Paula Winter, Bovill Supervisor, reported on highlights of the library service over the past year. A copy of her report is attached to the official copy of the minutes.

The Board wondered if we are keeping track of who volunteers at each of the libraries and how much time they put in. The answer is yes, we are. This volunteer information is reported in the LCLD Annual Report. Pat Eck noted that this will prove to be useful as matching dollars in grant applications.

Unfinished Business

Policy review

The 7.7 Financial – Bids policy will be up for third reading at the July meeting.

New Business

Officers elected:

President – Steve Fischer (through December 2005)

Vice President – Jennifer O’Laughlin

Treasurer – John Hasko

Clerk – Patti Roberts

Chair, Personnel Committee – Sylva Staab

The only change recommended in the Board of Trustees By-Laws is in Article IV, Section 5 – add elements to order of business for regular meetings. **Staab moved approval of the revised by-laws. O’Laughlin seconded the motion. Motion unanimously carried.**

The Holiday Schedule for July 1, 2005 – June 30, 2006 was reviewed. Since Christmas Day and New Year’s Day both fall on a Sunday it was recommended that all libraries close on the preceding Friday as well as the following Monday, resulting in four days closure for libraries normally open those days. This will allow all staff to receive mandated holiday pay without it resulting in additional expense to the District. **Staab moved approval of the Holiday Schedule. Hasko seconded the motion. Motion unanimously carried.**

The meeting was adjourned to go into executive session at 7:25p.m. Personnel issues were discussed. The meeting was reconvened at 7:45p.m.

The meeting was adjourned at 7:46p.m.

Next meeting – July 19, 2005 in Deary