

Latah County Library District
Board of Trustees - Meeting Minutes
October 25, 2016
Genesee Library, 4:00 PM

In attendance:

Board: Ivar Nelson, Michael Riley, Jen Root, Nancy Sprague. Excused: Rochelle Smith

Staff: Carol Kampenhout, Connie Sobczyk, Chris Sokol

Guest: Jan Rauk

1. *Call to order* – Vice Chair Root called the meeting to order at 4:10 pm.
2. *Changes or additions to the agenda* – Sokol requested that the Salary Study report be moved up, if necessary, to accommodate Kampenhout’s and Nelson’s schedules.
3. *Public comment* – None.
4. *Approval of minutes* – Nelson moved and Sprague seconded to approve the minutes of the September 20, 2016 meeting. Motion carried.
5. *New trustee induction* – Root administered the oath of office to Riley. Those present welcomed him to the board.
6. *Treasurer’s report* — Sprague reported that expenditures at year end were very close to budgeted amounts. Kampenhout said that about \$6,180 in e-rate funds, and \$16,000 to \$18,000 in sales tax revenue, are expected and would be credited to the 2015-16 fiscal year. Nelson moved and Riley seconded to accept the treasurer’s report and expenditures for the month of September. Motion carried.
7. *Genesee Branch Manager report* – Connie Sobczyk presented an overview of the past year of services at the Genesee Library and her own accomplishments. Highlights were Summer Reading, some new STEM manipulatives she purchased with programming funds, and the annual, very popular tomato contest. She attended the district-wide “Enhancing Storytimes” workshop in April. She expressed gratitude for her supportive group of Friends. Trustees thanked Connie for her work.
8. *Director’s report* — Sokol presented highlights throughout the district from the previous month.
9. *Committee reports* —
 - a. Personnel committee – No report, has not met.
 - b. Policy committee -- No report, has not met.
 - c. Planning Committee – No report, has not met.
 - d. Finance Committee: No report, has not met.

10. *Old business*

- a. Financial management planning – Because of time constraints this item was postponed until the next meeting.

11. *New business*

- a. Salary study report – Rauk presented her report and recommendations on salary adjustments for various positions throughout the library district. She also recommended introducing a “pay for performance” merit structure tied to the annual evaluation process, though this could be implemented at a later time if adopted. Nelson suggested that the Salary Study Subcommittee (Nelson, Sprague, Kampenhout, Sokol) meet to discuss Rauk’s recommendations and then make recommendations to the full board at its November meeting.
- b. Consideration of unfiltered wireless service – Because of time constraints, this item was postponed until the next meeting.

12. *Items for next month’s agenda* —

- a. Financial management planning
- b. Consideration of salary study recommendations made by the Salary Study Subcommittee
- c. Consideration of unfiltered wireless service

13. *Public comment* — None.

14. *Adjourn* -- The meeting was adjourned at 6:05 pm. The next meeting is scheduled for November 29, 2016 at the Moscow Library.

APPROVED
11-29-16 cs