

Latah County Library District  
Board of Trustees - Meeting Minutes  
December 20, 2016  
Moscow Library, 4:00 PM

In attendance:

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

Staff: Chris Sokol

1. *Call to order* – Smith called the meeting to order at 4:03 pm.
2. *Changes or additions to the agenda* – None.
3. *Public comment* – None.
4. *Approval of minutes* – Sprague suggested adding a phrase to the minutes of November 29, 2016 in item 9a, Consideration of Salary Study Recommendations Made by the Salary Study Subcommittee. The second sentence would begin “Each employee in the district *under the supervision of the director...*” [addition in italics] Root moved to amend and Riley seconded. Motion carried unanimously.
5. *Technical Services Manager annual report* – Sheila Guernsey was snowed in at home and could not attend the meeting. Sokol answered questions on her behalf.
6. *Treasurer’s report* — Sprague reported that expenditures were on track. Some big projects were almost finished, including replacement of exterior lights at Potlatch and the self-check machine in Moscow. Nelson moved and Root seconded to accept the Treasurer’s report and expenditures for November; motion carried unanimously.
7. *Director’s report* — Sokol presented highlights throughout the district from the previous month and answered questions.
8. *Committee reports* —
  - a. Finance committee – No report, has not met.
  - b. Personnel committee -- No report, has not met.
  - c. Planning Committee – Nelson reported the committee had met and discussed a plan for revision of the LCLD Strategic Plan. The committee also heard background and recommendations from LCLD Business Manager Carol Kampenhout for moving funds now invested in money market accounts to the state Local Government Investment Pool (LGIP).
  - d. Policy Committee: No report, has not met.

9. *Old business*

- a. Consideration of salary study recommendations for director – Sprague gave an overview of consultant Jan Rauk’s salary study as it pertains to the director’s salary. Adjustments to other staff pay rates had been made previously by the director based on the study’s recommendations as approved by the board. Salary equity for LCLD staff in comparison with other regional public libraries has been a board concern for some time. Lengthy discussion focused on maintaining a competitive director’s salary while remaining fiscally responsible. Nelson moved and Root seconded to increase the director’s salary by 10 percent as of December 1, 2016. This adjustment falls below the minimum recommended by Rauk. Motion carried unanimously.

10. *New business*

- a. Consideration of unfiltered wireless service – Sprague moved and Riley seconded to adopt the following policy regarding the library district’s wireless Internet service:  
*The use of Internet filters to block constitutionally protected speech, including content on social networking and gaming sites, compromises First Amendment freedoms and the core values of libraries and librarianship. The Latah County Library District does not filter wireless access, which is available to anyone with a compatible laptop computer or other wireless-enabled mobile device. **Parents wishing filtered access for their children should direct their children to one of the library public access computers.***  
*Wireless users must comply with all provisions of the LCLD Internet Policy. Any activities deemed illegal apply to you whether you are on a library-owned computer or your own computer.*  
Motion carried unanimously.
- b. Certification of 2016 Idaho Public Library Survey – Sokol shared a copy of the 2016 Idaho Public Library Survey she submitted to the Idaho Commission for Libraries. The board chair is required to sign the certification page for the survey, which Smith had done previously.
- c. Solar project grant – Sokol reported on her second meeting with Roger Daisley of RJR Solar and the encouragement received from Avista to consider applying for their solar panel grant. At this time it is not known whether Avista will again offer the grant opportunity but if it does the deadline will probably be in October 2017. Nelson moved and Riley seconded to resolve that Sokol move forward with the proposal by talking with the City about the feasibility of a solar panel project for the Moscow Library. Motion carried unanimously.

11. *Items for next month’s agenda* —

- a. Determination of range for director’s salary
- b. Investment questions following the audit report

12. *Public comment* — None.

13. *Adjourn* -- The meeting was adjourned at 6:00 pm. The next meeting is scheduled for January 24, 2016 at the Moscow Library.

APPROVED 1-24-17

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