

Latah County Library District
Board of Trustees - Meeting Minutes
March 28, 2017
Moscow Library, 4:00 PM

In attendance:

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

Staff: Jackie Carter, Stacie Echanove, Chimena Kabasenche, Chris Sokol

Excused: Rochelle Smith

1. *Call to order* – Vice-chair Root called the meeting to order at 4:20 pm.
2. *Changes or additions to the agenda* – None.
3. *Public comment* – None.
4. *Approval of minutes* – Sprague moved and Riley seconded to approve the minutes of the February 17, 2017 meeting. Motion carried.
5. *Treasurer's report* – Sprague stated that January's revenues are right on track. Nelson moved and Riley seconded to approve the January Treasurer's report and expenditures. February revenues are in good condition, considering the furnace and septic repairs at Potlatch. Some budget items were moved to this fiscal year since they came in after last year's deadline. Riley moved and Nelson seconded to approve the February Treasurer's report and expenditures. Both motions carried unanimously.
6. *Clerk's report* – Root and Riley will be uncontested in this year's Board election. Trustees thanked Root for her work.
7. *Director's report* – Sokol presented highlights from the district. Amy Agidius has been hired as the new Juliaetta Branch Manager. Staff attended Prepare training to assist with de-escalating potentially difficult situations with patron. Staff will be present at Moscow School District's Kindergarten registration and will be prepared to sign up new patrons for library cards. The call for artists for the Moscow Library's public art project has been released by the City Arts Department. Bolan and Associates will be visiting the Moscow Library April 19-20 to gather information for the Library re-design project.
8. *Committee reports* –
 - a. Finance committee – No report, has not met.
 - b. Personnel committee – No report, has not met.
 - c. Planning Committee – Nelson presented the Mission Statement. He noted that the committee is continuing to refine the draft Strategic Plan for the long-term direction of the District, as well as create an Action Plan for specific issues each year. Trustees read the Mission statement and agreed to send questions to Nelson.
 - d. Policy Committee – No report, has not met.

9. *Old business* – None.

10. *New business* –

- a. Update on Local Government Investment Pool accounts: Kampenhout provided the roster showing the distribution of LGIP accounts.
- b. Patron concern about computer use policies: Protecting anonymity is one goal of the new policy, as well as providing equal access for all patrons and visitors. If a patron requests a "Computer Access" card, no information is stored beyond a name and general geographic location. The Board will respond to the patron who had the concern.
- c. Short-takes for Trustees –
 - i. "Library Advocacy" is relevant; the issues faced by IMLS provide the Board an opportunity to communicate the importance of libraries in our society. Riley and Sprague will write a letter to the Idaho Congressional delegation in support of continued IMLS funding. Nelson moved and Root seconded to approve having Riley begin writing the letter, with final revisions to be made via email. Motion carried unanimously.
 - ii. "Strategic Planning" encourages us to consider how libraries aid in education, literacy, and social empowerment. Trustees considered how to reach out to the community through mini-lessons, so the City better understands essential functions of the Library.
- d. Transfer of Board Clerk responsibilities: Sokol recommended Kabasenche as Clerk of the Library Board. Nelson moved and Sprague seconded to approve the transfer of Clerk responsibilities. Motion carried unanimously.

11. *Items for next month's agenda* –

- a. Review of Strategic Plan
- b. Short Takes for Trustees discussion: "Library Policies" and "Working With The Friends"

12. *Public comment* – None.

13. *Adjourn* – Sprague moved and Nelson seconded to adjourn the meeting. The meeting was adjourned at 6:30 pm. The next meeting is scheduled for April 25, 2017 at 4 p.m. at the Juliaetta Library.

APPROVED 4-25-17

ck/cs