

**Latah County Library District**  
**Board of Trustees – Meeting Minutes**  
**May 19, 2015**  
**Juliaetta Library 4:00 PM**

In attendance: Board – Mary McGregor, Nancy Sprague, Ivar Nelson, Rochelle Smith, Judy LaLonde (arrived 4:45 pm) ; Director – Chris Sokol; Library staff – Carol Kampenhout, Linda Weeks; Guest -- Elizabeth Rudd, Lewiston Tribune

1. *Call to order* – McGregor called the meeting to order at 4:12 pm.
2. *Changes or additions to the agenda* – Sokol requested adding approval of the April 30, 2015 special meeting minutes.
3. *Public comment* – None.
4. *Approval of minutes* -- Nelson moved and Smith seconded to approve the minutes of April 16, 2015 as written. Motion carried unanimously. It was noted that the April 30, 2015 special meeting adjourned at 4:45 pm. Sprague moved and Nelson seconded to approve the minutes of April 30, 2015 as amended. Motion carried unanimously.
5. *Juliaetta Branch Manager annual report* – Linda Weeks  
Linda presented her annual report as Branch Manager of the Juliaetta Library. She introduced young volunteers Dalton and Ellie, and Carol, an avid patron. Carol talked about how valuable Linda's help has been to her and her husband, who has special reading needs. Linda's report included a slide show of storytimes and different projects that the children participated in and learned about. She has many young people who volunteer in the library, and she shared stories of how the library makes a difference in her patrons' lives. Linda also gave a quick report on the community library project. The City has some people attending CEDA classes, looking into grants and funding. The City Council, mayor, Friends of the Library, and other community groups have all expressed interest in a new library. The goal is to get the City of Kendrick more involved. They are looking at how to get more people and groups involved in the project. The Board thanked Linda for her passion for her community.
6. *Treasurer's report* -- Sprague presented the treasurer's report. She noted that the budget is on track. LaLonde moved and Nelson seconded to approve the April 2015 treasurer's report and April 2015 expenditures. Motion carried unanimously.
7. *Director's report* -- Sokol presented the Use & Program statistics report and Director's report. She reported on the new hours at the Moscow branch. It is an easier schedule for patrons to remember, makes better use of staffed hours, and despite the addition of one hour requires no additional staffing. She reported that Carol completed a district-wide key control inventory, Moscow vestibule flooring is scheduled to be replaced, two folding tables for Juliaetta have been purchased, the search for the Adult Services Manager is proceeding on schedule as is the internal search for Technical Services Manager, and the Potlatch and Troy community rooms now have a Google calendar so that branch managers can track scheduling better. Branch managers are being scheduled for one-day "refresher" sessions at the Moscow circulation desk. The Foundation will soon begin accepting requests for grants, which will be submitted by the

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director in collaboration with the LCLD board of trustees. Sokol distributed copies of the District's revised comment form.

8. *Committee reports* –

- a. Personnel – No report (has not met).
- b. Policy – No report (has not met).
- c. Planning -- McGregor said she will provide a report next month.
- d. Finance -- No report (has not met).

9. *Unfinished business* –

a. Genesee building lease agreement renewal –

This item was moved forward on the agenda. Sokol described the process of getting the Genesee lease reviewed, and that the most recent version approved by the Genesee City Council and sent to the LCLD for approval was different from what the City attorney had provided to her prior to the Council meeting. Sokol discussed the unexpected changes with Mayor Steve Odenborg and Erin Tomlin, Genesee City attorney, who determined that in Tomlin's absence at the City Council meeting, parts of older versions of the lease had mistakenly been incorporated into the version presented to Councilors. Tomlin then provided Sokol with the correct version, which she distributed electronically to trustees prior to the May 19 board of trustees meeting. Nelson moved and Smith seconded to approve the Genesee Library lease with the City of Genesee. Motion passed unanimously.

b. Deary building lease agreement renewal -- Sokol reported that the Deary lease was approved by the City Council and now needs to be signed by the LCLD board of trustees chair and treasurer. She is waiting to receive a copy of the signed lease from the City.

10. *New business* -- McGregor noted that she and Sokol will be emailed tonight with results of the trustee election.

a. Bovill Library branch manager resignation -- Treva Higgins, Bovill Branch Manager, has resigned and accepted a position in Wyoming; her last day is May 21. Jamie Fiorino will fill in as interim branch manager until mid-July. The Board discussed changes to the Bovill library's schedule. Trustees expressed interest in hosting a community meeting in Bovill to gather input from residents. June 9 was set as a tentative date. LaLonde made the suggestion to hire an interim branch manager (following Fiorino's term) until the board decides what kinds of improvements in service to make at the Bovill library.

b. Security in LCLD libraries —what is happening in other communities?

12. *Items for next month's agenda* – None.

13. *Public comment* – There was no additional public comment.

14. *Adjourn* -- McGregor adjourned the meeting at 5:56 pm.