

**Latah County Library District
Board of Trustees - Minutes
October 26, 2021
Genesee Library, 4:30 PM**

In attendance:

Board: Jennifer Henrichs, Annette Pimentel, Michael Riley, Jen Root, Rochelle Smith. Staff: Melissa Snyder, Connie Sobczyk, Chris Sokol

Public: Amy Cothren

1. *Call to order* – Smith called the meeting to order at 4:33 PM
2. *Changes or additions to the agenda* – none
3. *Public comment* – Cothren requested the library lift the 15 minute time limit. Discussion with the board about the various restrictions followed and will continue at future meetings.
4. *Approval of minutes* – Pimentel moved to approve the minutes of the September 28, 2021 meeting, Root seconded. Motion carried. Pimentel moved to approve the minutes of the September 29, 2021 special meeting, Riley seconded. Motion carried.
5. *Treasurer's report – Accept September 2021 financial reports and expenditures* – Interest income was lower than anticipated while sales tax income was slightly higher during the 2020-2021 budget year. The 2021-22 budget has taken this into account. Henrichs moved to approve the September treasurer's report and to accept the September expenditures, Root seconded. Motion carried.
6. *Director's report and COVID-19 update* – The LCLD Foundation will meet in January. They may propose that the Board of Trustees submit formal funding requests for financial help with the remodel and with other capital projects. They will revisit the MOU when they have seated additional members. Sokol will invite Sheriff Richie Skiles to attend the November board meeting to discuss safety at the Branches. COVID-19

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cases remain high in Latah County and Gritman is concerned about the number of cases they are treating.

7. *Facilities report* – K&G discovered a void under each of the Carnegie restrooms. This will allow access to replace any faulty pipes later. The library applied for a grant from the Latah County Community Foundation to replace the computer desks in Genesee and to help with the costs to remodel the Moscow bathrooms. Sokol applied for a grant through Stepping Stones to cover the cost of replacing the automatic door opener at Moscow and to purchase a digital magnifier for patron use. Gropp will be submitting a quote to replace the lights in LCLD libraries with LED fixtures, which would partially be funded with a rebate from Avista.
8. *Genesee Branch Manager's report* – Sobczyk purchased updated furniture (tables, easy reading chairs, and mobile chairs with desks) through grants. Sobczyk had 56 youth participants and 24 adult participants in the Summer Reading Program. The Genesee library held live programs in the park and provided take-away programs. She received an ICfL STEM grant to cover the cost of the take-away activities. She promoted SRP with fliers that were mailed to over 700 households by Pacific Northwest Coop at no cost to the library. In March, Sobczyk partnered with Troy Branch Manager Michelle Sturdy for a Sing & Play Zoom session as part of LCLD's "Spring Into Reading" Every Child Ready to Read program for parents. She collaborated with Potlatch Branch Manager Lana Lusco to provide storytime at the Latah County Fair in September. Sobczyk received a Latah County Arts and Culture Committee grant for adult and youth watercolor classes.

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9. *Committee reports* – none

10. *Unfinished business*

- a. Strategic Plan Update – The Planning Committee met and is working to update the Strategic Plan. They looked at Strategic Plans for the Meridian and the Nampa libraries. Meridian used the Library Strategies consulting group to help develop their plan but their process may be more involved than the LCLD wants at this time. Sokol suggested LCLD start with suggested Core Values and create a new mission statement.

11. *New business*

- a. Trustee orientation refresher – Trustees were asked to review the first 20 pages of the latest Idaho Trustee Manual; this will be discussed at the November meeting. The American Library Association’s United for Libraries Virtual Conference took place on August 30. Trustees should have watched the conference (live or recorded) for discussion at the November meeting.

12. *Items for next month’s agenda* – Trustee orientation refresher, Sheriff, COVID-19 update.

13. *Public comment* – Cothren again expressed desire for library time limit restrictions to be removed.

14. *Adjourn* – Smith adjourned the meeting at 6:29 PM.

Next meeting - November 30, 2021 at the Moscow Library, 4:30 pm

APPROVED 11-30-21

mjs/cs