

**Latah County Library District
Board of Trustees - Minutes
May 24, 2022
Juliaetta Library, 4:30 PM**

In attendance:

Board: Annette Pimentel, Jen Root, Rochelle Smith. Excused: Jennifer Henrichs, Michael Riley.

Staff: Erin Davis, Melissa Snyder, Chris Sokol

Public: Saba Baig

1. *Call to order* – Smith called the meeting to order at 4:29 PM
2. *Changes or additions to the agenda* – none
3. *Public comment* – none
4. *Approval of minutes* – Pimentel moved to approve the minutes of the April 26, 2022 meeting, Smith seconded. Motion carried.
5. *Treasurer's report – Accept April 2022 financial reports and expenditures* – Root moved to approve the April treasurer's report and to accept the April expenditures, Root seconded. Motion carried.
6. *Director's report* – Sokol reached out again to Latah County Sheriff Richard Skiles to follow up on branch visits. The Latah County Broadband Coalition had its first meeting. This group, which includes the LCLD, is working to identify gaps and opportunities for broadband projects. Latah County is considered "unserved" due to affordability and lack of broadband access. LCLD has hotspots available for patrons to check out, however these do not work everywhere in the county.
7. *Facilities report* – Pimentel met with Moscow City Supervisor Bill Belknap. Belknap and Moscow Mayor Art Bettge were later given a tour of the Moscow Library by Sokol. Pimentel will follow up with the City of Moscow about including the Library in the city's upcoming strategic plan revision. The Moscow remodel is almost complete. The Carnegie restrooms still need baby changing stations installed, thresholds to bridge the difference in height between the old floor and the new tile, and door closers. Once the Carnegie restrooms are completed, work on the main restrooms will begin to turn them into gender neutral, single occupancy bathrooms.
8. *Juliaetta Branch Manager's annual report* – Due to the pandemic restrictions, Davis has focused on passive events, which have proven more popular than take-away kit programming. Davis is looking forward to the coming school year when she can participate in school visits and after school programming.
9. *Committee reports* – none
10. *Unfinished business* –

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- a. Declaration of trustee vacancy – Root moved to accept the resignation of Jennifer Henrichs and declare a board vacancy as of June 1, 2022. Pimentel seconded, motion carried.
- 11. *New business* –
 - a. Approve building lease agreement for the Bovill Library – Pimentel moved to approve the building lease with proposed changes. Root seconded, motion carried. Sokol will send the approved draft to the City of Bovill, to be reviewed at the June 6 City Council meeting.
 - b. Discuss committee assignments and officers in advance of June annual meeting – Each committee must be chaired by a trustee. Officers and committee assignments will be decided at the June 28, 2022 meeting.
 - c. Approve changes to the LCLD Financial Policy – Pimentel moved to approve changes to the LCLD Financial Policy as discussed. Root seconded, motion carried.
- 12. *Items for next month's agenda* – Bovill Branch Manager's annual report, committee assignments and officer elections, fill trustee vacancy, invite Bovill city officers to attend.
- 13. *Public comment* – none
- 14. *Adjourn* – Smith adjourned the meeting at 6:15 PM.

Next meeting - June 28, 2022 at the Bovill Library, 4:30 pm

APPROVED 6/28/22
mjs/cs