

Latah County Library District
Board of Trustees - Minutes
July 26, 2022
Zoom meeting, 4:30 PM

In attendance:

Board: Saba Baig, Annette Pimentel, Jen Root, Michael Riley. Absent: Rochelle Smith.

Treasurer: Donna Beggs

Staff: Mellissa Eichner, Brittany Griffin, Melissa Snyder, Chris Sokol

1. *Call to order* – Vice chair Root called the meeting to order at 4:30 PM.
2. *Changes or additions to the agenda* – Riley moved to add approval of the July 15, 2022 special meeting minutes to the agenda. The special meeting minutes not been on the original agenda because of an oversight. An amended agenda had been previously posted. Pimentel seconded, motion carried.
3. *Public comment* – None.
4. *Approval of minutes* – Pimentel moved to approve the minutes of both the June 28, 2022 regular meeting and the July 15, 2022 special meeting, Riley seconded. Motion carried.
5. *Treasurer's report – Accept June 2022 financial reports and expenditures* – Pimentel moved to approve the June treasurer's report and to accept the June expenditures, Riley seconded. Motion carried.
6. *Director's report* – Sokol submitted a report detailing branch and district activities for the month of June.
7. *Facilities report* – The Moscow Library remodel construction was completed on Friday, July 22. The library still needs to purchase furnishings such as stools, a circulation desk, a pedestal for the metal sculpture, and other items.
8. *Bovill/Deary Branch Manager's annual report* – Griffin was able to host Radical Rick and the Reptile Man as part of Summer Reading thanks to STEM grants she received through ICFL. These programs were very popular and well attended. She is hoping to start in-person programming this fall, including Storytime. Griffin is interested in participating in a program to bring materials to homebound patrons.
9. *Committee reports* – None.
10. *Unfinished business* –
 - a. Bovill building lease – Pimentel moved to approve the most recent redraft of the Bovill lease, replacing wording in Article VII E “...the written permission of the...” with “...coordination with...” This change had been approved by Bovill City Council at a special meeting on July 11. Root seconded, motion carried. Root and Riley will sign the

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lease and Sokol will send it to the City Clerk for consideration at the Council's August 1 meeting. [Lease draft as approved is attached.]

[Eichner arrived 5:25 PM]

11. *New business* –

- a. Administer oath of office to new trustee – Saba Baig was sworn in as a Trustee.
- b. Election of Officers – Pimentel moved to elect the following officers, Baig seconded.
Motion carried.
 - i. Chair – Jen Root
 - ii. Vice-chair – Michael Riley
 - iii. Treasurer– Donna Beggs
- c. Committee appointments – The committee chair will call committee meetings with the committee members in coordination with the needs of the library. Sokol will post the agenda 48 hours in advance. Riley moved to accept the following committee assignments, Pimentel seconded. Motion carried.
 - i. Finance Committee and chair – Beggs, Eichner, Pimentel (chair), Sokol
 - ii. Personnel Committee and chair – Riley(chair), Smith, Sokol
 - iii. Planning Committee and chair – Baig (chair), Pimentel, Root, Sokol
 - iv. Policy Committee and chair – Eichner, Riley (chair), Smith, Sokol
 - v. Library Foundation liaison – Root
- d. Proposed 2022-23 budget first draft – Pimentel moved to approve and publish the budget draft based on the prepared worksheet [attached]. Riley seconded, motion carried.

12. *Items for next month's agenda* – Budget hearing, committee updates, possible name change for the Plant Facilities Reserve Fund.

[Baig excused 6:21 PM]

13. *Public comment* – none

14. *Adjourn* – Root adjourned the meeting at 6:22 PM.

Next meeting - August 23, 2022 at the Moscow Library, 5:30 pm

APPROVED 8/23/22
mjs/cs