

**Latah County Library District  
Board of Trustees - Minutes  
August 23, 2022  
Moscow Library, 5:30 PM**

In attendance:

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

Staff: Mellissa Eichner, Melissa Snyder, Chris Sokol

Trustee: Donna Beggs

1. *Call to order* – Root called the meeting to order at 5:32 PM
2. *Changes or additions to the agenda* – None
3. *Public comment* – None
4. *Approval of minutes* – Riley moved to approve the minutes of the July 26, 2022 meeting, Baig seconded. Motion carried.
5. *Treasurer's report – Accept July 2022 financial reports and expenditures* – Beggs reported the LCLD has spent 70% of the budget with two months remaining in the budget year. The final costs for the Moscow remodel have not yet been received. Pimentel moved to approve the July treasurer's report and to accept the July expenditures, Riley seconded. Motion carried.
6. *Director's report* – In-person storytime is returning to LCLD libraries this fall. On September 9 the LCLD staff will hold a half-day training. The Sheriff's Department will present on library safety, and the Moscow Fire Department will provide CPR and AED training. The Moscow library will be closed until noon and the Potlatch library will be closed all day. Mellissa Eichner, Business Manager, will retire at the end of September. A search is under way to fill her position. The Foundation met on August 11 and voted in two new members. Their next meeting will be in November. The Moscow Friends will hold their Fall Book Sale on September 23 and 24 at the Latah County Fairgrounds. They will run a Book Room at the 1912 Center throughout the year, potentially giving up their Spring Book Sale. Sokol will participate in the Library Journal Design Institute in Missoula on September 29. The focus is helping libraries with building, remodeling, and expansion options.
7. *Facilities report* – None
8. *Committee reports* – Sokol will send the Planning Committee a doodle poll to meet in the first two weeks of October. The Finance Committee has a meeting planned for October 20. The Personnel Committee will work on job descriptions between now and December.
9. *Unfinished business* –
  - a. Approve proposed 2022-23 budget – Pimentel moved to approve the 2022-23 budget, Baig seconded, motion carried.

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10. *New business* –

- a. Response to complaints about library resources – The LCLD Trustees discussed two recent complaints about library materials. The LCLD administrative policy includes a section regarding collection development, available on the LCLD website.
- b. Approve name change for Plant Facilities Reserve Fund – The Board discussed changing the fund name and description to avoid potential confusion with a fund that would be created in the event the LCLD ran a plant facilities levy. Sokol will contact LCLD attorney Geoff Schroeder for additional information.

11. *Items for next month's agenda* – Troy Branch Manager annual report, name change for Plant Facilities Reserve Fund.

12. *Public comment* – None

13. *Adjourn* – Root adjourned the meeting at 7:06 PM.

**Next meeting - September 27, 2022 at the Troy Library, 4:30 pm**

APPROVED 9/27/22  
mjs/cs