

**Latah County Library District
Board of Trustees - Minutes
December 13, 2022
Moscow Library, 4:30 PM**

In attendance:

Board: Saba Baig, Annette Pimentel (via Zoom), Michael Riley, Jen Root. Excused: Rochelle Smith.

Staff: Nick Brunsfeld, Melissa Snyder, Chris Sokol

Trustee: Donna Beggs

1. *Call to order* – Root called the meeting to order at 4:32 PM
2. *Changes or additions to the agenda* – Echanove's report will be postponed until 2023.
3. *Public comment* – None
4. *Approval of minutes* – Riley moved to approve the minutes of the October 25, 2022 meeting, Baig seconded. Motion carried.
5. *Treasurer's report – Accept October 2022 financial reports and expenditures* – Pimentel moved to approve the October treasurer's report and to accept the October expenditures, Baig seconded. Motion carried.
6. *Staff report: Technical Services manager* – Nick Brunsfeld has been the Technical Services Manager for just over a year. He participated in three continuing education courses through the Library Juice Academy. Brunsfeld is part of a Valnet committee examining vendors for running authority control cleanup of the catalog. Tech Services continues to offer proctor exams for local students. Brunsfeld reported that 6,687 new items have been added to the LCLD catalog in the past year and 6,641 items were withdrawn. The Tech Services department is currently working on a project to clean up the LCLD holdings in OCLC to accurately reflect the current materials collection.
7. *Director's report* – Sokol recently hired Andrew Morris as the LCLD Technology Manager. The City of Moscow paid for a masonry repair to the east side of the Carnegie portion of the library amounting to \$15,617. The Sheriff has closed the case on the Deary Library break-in. Insurance should cover repairs and replacement items. The Latah Library Foundation met in November and will meet again in February, 2023.
8. *Facilities report* – None
9. *Committee reports* –
 - a. *Planning Committee* – As a follow-up to the October 17 presentation to the Moscow City Council, the committee would like to invite Council members to read at a special storytime in Moscow.
10. *Unfinished business* – None

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11. *New business* –

- a. Approve LCLD Internet Use Policy as required by Idaho Code 33-2741 – Riley motioned to approve the existing LCLD Internet Use Policy for another three years, Baig seconded. Motion carried.

12. *Items for next month's agenda* – Annual LCLD audit report; Revise wording in the policy on Patron Concerns about Library Resources

13. *Public comment* – None

14. *Adjourn* – Root adjourned the meeting at 5:33 PM.

Next meeting - January 24, 2023 at the Moscow Library, 4:30 pm

APPROVED 1-24-23
mjs/cs