

**Latah County Library District
Board of Trustees - Minutes
October 25, 2022
Genesee Library, 4:30 PM**

In attendance:

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

Staff: Melissa Snyder, Connie Sobczyk, Chris Sokol

Board Treasurer: Donna Beggs

Public: Cindy Langstaff

1. *Call to order* – Root called the meeting to order at 4:35 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 September 27, 2022 meeting, Pimentel seconded. Motion carried.
5. *Treasurer's report – Accept September 2022 financial reports and expenditures* – The LCLD ended the fiscal year under budget. The final costs for the Moscow remodel have been paid. The board is in favor of disabling the payroll labor distribution breakdown. Riley moved to approve the September treasurer's report and to accept the September expenditures, Pimentel seconded. Motion carried.
6. *Appoint Matt Casberg as the primary administrator for all accounting software for the District in order to transfer the LCLD Quickbooks account to the current business manager's control* – Pimentel moved to appoint Matt Casberg as the primary administrator for all accounting software for the District, Riley seconded. Motion carried.
7. *Director's report* – Sokol submitted a report detailing branch and district activities for the month of September. She will follow up with the Latah County Deputy Sheriff to conduct a building safety audit at each branch. Sokol shared community comments regarding censorship of library materials. The board expressed support of Echanove and Sokol regarding the GayBCs challenge. Political candidate David Nelson came to the Moscow library to learn more about materials selection.
8. *Facilities report* – None
9. *Staff report: Genesee branch manager* – Sobczyk reported on programs and activities in Genesee for the past year. She had 439 Summer Reading Program participants, including adults and kids. Outdoor programs included the Reptile Man, Radical Rick, the Bee Lady, salmon casting with Idaho Fish & Game, and Tie-Dye. Sobczyk held a watercolor program in fall 2021 and again in spring 2022. She currently has 19 participants signed up for her

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October 2022 watercolor program. Sobczyk was able to utilize grants to fund some of these programs. This past year also included outdoor StoryTime at the park during good weather, an evening bingo night, and the annual Tastiest Tomato contest.

[Langstaff and Sobczyk excused 5:36 PM]

10. *Committee reports –*

- a. Planning Committee – The Planning Committee gave a presentation to the Moscow City Council on October 17 on the need for an expanded Moscow Library.
- b. Finance Committee – The Finance Committee met on October 20. Pimentel moved to approve the proposed Financial Policy revisions, Riley seconded. Motion carried.

11. *Unfinished business –*

- a. CARRF resolution revision and Plant Facilities Reserve Fund name change – Riley moved to approve the amended resolution and to change the name of the Plant Facilities Reserve Fund to “Facilities and Real Estate Fund.” Pimentel seconded, motion carried.

12. *New business –* None

13. *Items for next month’s agenda –* Staff report

14. *Public comment –* None

15. *Adjourn –* Root adjourned the meeting at 6:06 PM.

Next meeting - November 29, 2022 at the Moscow Library, 4:30 pm

APPROVED 12/13/22
mjs/cs