

**Latah County Library District
Board of Trustees - Minutes
May 23, 2023
Bovill Library, 4:30 PM**

In attendance:

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

Staff: Brittany Griffin, Melissa Snyder, Chris Sokol

Treasurer: Donna Beggs

Public: Wayne Schmidt

1. *Call to order* – Smith called the meeting to order at 4:39 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 April 25, 2023 meeting, Baig seconded. Motion carried.
5. *Treasurer's report – Accept April 2023 financial reports and expenditures* – Beggs reported the LCLD is seven months into the budget year and has spent about 50% of the approved budget. Baig moved to approve the April 2023 financial reports and expenditures, Pimentel seconded. Motion carried.

[Griffin entered 4:47 PM]

6. *Director's report* – Sokol provided a report on LCLD updates and activities for April 2023. The City of Moscow recently poured some concrete stairs and should be installing the handrails soon. The Pacific Northwest Library Association (PNLA) 2023 conference will be held in Moscow on August 2-5. LCLD has submitted three proposals for presentation at the conference on Death Café, Repair Café, and an employee walking program. To increase safety, Bovill has installed a baby monitor in the entry area, giving the LCLD employee a way to see who is entering the building.
7. *Staff report – Bovill/Deary Branch Manager* – Griffin reported on the past year in both Bovill and Deary. Bovill storytimes continue to be attended by preschool and childcare groups. However, she doesn't have patrons attending storytime in Deary. Instead, Griffin is focusing on engaging kids in the library when school gets out for the summer. Griffin has planter boxes in Deary and will have kids help plan and grow the Little Library Garden. She will also revitalize the garden program in Bovill. Griffin is sending out bulk mailings with the summer schedule to about 800 Bovill and Deary mailboxes. She received a \$2,000 grant to continue after-school learning and will bring in presenters to the Deary park as well as hosting smaller, art-specific programs.

[Root entered via Zoom at 5:20 PM]

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[Griffin excused 5:32 PM]

8. *Committee reports* – Planning Committee will report during the executive session.
9. *Unfinished business* – None.
10. *New business* –
 - a. Motion to enter into executive session pursuant to Idaho Code 74-206, To acquire an interest in real property not owned by a public agency – At 5:34 PM Riley moved to enter into executive session, Baig seconded. Smith held a roll call vote: Baig, yes; Pimentel, yes; Riley, yes; Root, yes; Smith, yes. Motion carried. Executive session entered at 5:35 PM.

[Beggs, Schmidt, and Snyder excused 5:35 PM]

[Snyder re-entered 6:04 PM]

- b. Resume regular meeting – The regular meeting resumed at 6:04 PM.
 - c. Approve resolution authorizing real estate agent representation – Root moved to authorize the Latah County Library District to enter into a Buyer representation agreement with Sage Francetich effective through the end of the calendar year. Baig seconded, motion carried. (Signed agreement is appended.)
 - d. Approve submission of application for the ICfL Facilities and Capital Improvement grant – Pimentel moved to approve the submission of application for the ICfL Facilities and Capital Improvement grant, Root seconded. Motion carried.
11. *Items for next month's agenda* – Juliaetta Branch Manager's annual report, committee assignments and election of officers, administer oath of office to new trustee Wayne Schmidt.
12. *Adjourn* – Smith adjourned the meeting at 6:15 PM.

APPROVED 6/27/23
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