



Board of Trustees - Minutes
August 22, 2023
Moscow Library, 4:30 PM

In attendance:

Board: Saba Baig, Annette Pimentel, Jen Root, Wayne Schmidt, Rochelle Smith

Staff: Rebecca Rivapalacio, Melissa Snyder, Chris Sokol

Treasurer: Donna Beggs

Public: Elizabeth Landis

1. *Call to order* – Smith called the meeting to order at 4:32 PM
2. *Changes or additions to the agenda* – None
3. *Public comment* –None
4. *Approval of minutes* – Pimentel moved to approve the minutes of the July 25, 2023 meeting, Schmidt seconded. Motion carried.
5. *Treasurer's report – Accept July 2023 financial reports and expenditures* – Beggs reported the LCLD has spent about 74% of the approved budget. Baig moved to approve the July 2023 financial reports and expenditures, Pimentel seconded. Motion carried.

[Root entered 4:40 PM]

6. *Director's report* – Sokol provided the trustees with her report on LCLD updates and activities for July 2023. She added that new automatic doors have been installed in Moscow and new shelving for the YA area is on order. Valnet is hosting a library card design contest with submissions due by September 23.
7. *Staff report – Adult Services Manager* – Rivapalacio just completed her first full year in this position. In collaboration with the Youth Services department, she offered several all-ages programs. As part of the SRP, Moscow hosted several performers for all-ages entertainment and provided outdoor programs geared to include adults as well as children. Moscow had over 250 adults register for Summer Reading in 2023. Rivapalacio hosted the Tuesday Teabirds Book Club and the co-hosted with Access Services employee Amber Ziegler the quarterly Death Café program. She and Ziegler prepared a session on Death Cafés at the August PNLA Conference, which Rivapalacio presented. She began a district-wide project to reorganize all of the Adult fiction DVDs from alphabetical order to genre categories. Several new Voyager Kits have been added to the collection, including a knot tying kit, a podcasting kit, two kits with blood pressure monitors, and three portable DVD players. This year, Rivapalacio worked with the Youth Department to bring free period products for staff and patrons to every library in the LCLD.

[Rivapalacio excused 5:00 PM]



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1. *Committee reports* – The LCLD did not receive the ICfL Facilities and Capital Improvement grant for a new Juliaetta Library. The real estate contract has been terminated and the LCLD will continue to explore options.
2. *Unfinished business* – None
3. *New business* –
 - a. Amendment of minutes of June 27, 2023 to include announcement by Jen Root of upcoming resignation from the board of trustees – Schmidt moved to amend the minutes of the June 27, 2023 meeting to include announcement by Jen Root of her upcoming resignation from the board of trustees. Baig seconded, motion carried.
 - b. Approval of trustee appointment to replace Jen Root – Root moved to appoint Marci Miller to fill the vacancy, Schmidt seconded, motion carried. Miller will serve until May, 2025, at which point an election will be held to complete the unexpired term (2 years) of office. Miller will be sworn in as trustee during the September, 2023 board meeting.
 - c. Approval of proposed 2023-24 budget – Pimentel moved to approve the proposed 2023-24 budget, Baig seconded. Motion carried.
 - d. Discussion of OmniaHR service – The board discussed hiring an independent HR service for the LCLD. Smith contacted OmniaHR and shared what she learned. Baig will investigate other options for discussion at the September, 2023 meeting.
4. *Motion to enter into executive session pursuant to Idaho Code §74-206(1)(b), To discuss evaluation of a public employee* – Pimentel moved to enter into executive session pursuant to Idaho Code §74-206(1)(b), Baig seconded. Smith held a roll call vote: Baig, yes; Pimentel, yes; Root, yes; Schmidt, yes; Smith, yes; motion carried. Executive session entered at 5:38 PM.

[Beggs, Landis, and Snyder excused 5:38 PM]
5. *Resume open meeting* – The regular meeting resumed at 5:55 PM.
6. *Items for next month's agenda* – Troy Branch Manager's annual report; OmniaHR; Potlatch building ownership; administer oath of office to new trustee Marci Miller.
7. *Adjourn* – Smith adjourned the meeting at 6:08 PM.

APPROVED 9-26-23
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