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**Board of Trustees - Minutes  
October 24, 2023  
Genesee Library, 4:30 PM**

In attendance:

Board: Saba Baig, Marci Miller, Annette Pimentel, Wayne Schmidt. Excused: Rochelle Smith.

Staff: Melissa Snyder, Chris Sokol

Treasurer: Donna Beggs

1. *Call to order* – Baig called the meeting to order at 4:37 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 September 26, 2023 meeting, Miller seconded. Motion carried.
5. *Treasurer's report – Accept September 2023 financial report and expenditures* – Beggs reported the LCLD ended the fiscal year well within budget. Miller moved to approve the September 2023 financial report and expenditures, Pimentel seconded. Motion carried.

[Schmidt entered 4:54 PM]

6. *Director's report* – Sokol reported that Katie Bouchard has been hired as the new Youth Services Manager. Youth Services has started a Second Saturday Storytime presented by Youth Programming Specialist Mary Lee. The Moscow Friends held a successful book sale in September and raised \$6,250. Sokol has contacted CHAS (Community Health Association of Spokane) to investigate bringing their mobile clinic to the branch libraries. She introduced the possibility of holding an open house at the Bovill library, inviting the Bovill City Council and city officials. The Foundation will participate in the Alternative Giving Market of the Palouse (AGMP) this year. They are raising money for privacy study carrels to be placed in the YA area. The League of Women Voters of Moscow is in the process of updating the Poverty in Latah County study adopted in 2012, and Sokol has provided the authors with suggestions for adding LCLD services to the revised study.
7. *Staff report – Genesee Branch Manager* – Sobczyk was unable to attend the meeting and provided the trustees with a written report.
8. *Committee reports* – Baig will send a poll to the Planning Committee to schedule a meeting.
9. *Unfinished business* –



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- a. Bovill Library sign update – Schmidt and Bovill branch manager Brittany Griffin attended the October meeting of Bovill City Council. Schmidt said the Council decided to put the LCLD sign out front and the White Family sign near the entrance. They will set up a meeting with the LCLD in the spring to determine exact placement of the sign. The LCLD will determine the design and pay for the sign.
- 10. *New business* –
  - a. Determine ownership of Potlatch library building for new or renewed lease with City of Potlatch – The board will postpone this item until the November 2023 meeting.
  - b. Trustee orientation review – The board will postpone this item until the November 2023 meeting.
  - c. Discuss human resources consultant options – The board will postpone this item until the November 2023 meeting. Baig has done some preliminary research and Pimentel volunteered to contact companies to compare services and prices.
- 11. *Items for next month's agenda* – Potlatch building ownership, review trustee orientation and responsibilities, human resources consultant discussion, consent agenda.
- 12. *Public comment* – Miller expressed appreciation for the books on pet loss in the collection.
- 13. *Adjourn* – Baig adjourned the meeting at 5:52 PM.

APPROVED 11/28/23

mjs/cs