



**Board of Trustees - Minutes
November 28, 2023
Moscow Library, 4:30 PM**

In attendance:

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

Staff: Katie Bouchard, Melissa Snyder, Chris Sokol

Treasurer: Donna Beggs

Special Guest: Christina Mangiapani- Latah County Broadband Coalition

1. *Call to order* – Smith called the meeting to order at 4:31 PM.
2. *Changes or additions to the agenda* – None.
3. *Approval of minutes* – Trustee Marci Miller was present at the October board meeting rather than former trustee Jen Root. Pimentel moved to approve the minutes of the October 24, 2023 meeting with correction, Schmidt seconded. Motion carried.
4. *Treasurer's report – Accept October 2023 financial report and expenditures* – October was the first month of the new fiscal year. Expenses this month include one-time payments for insurance and technology. Miller moved to approve the October 2023 financial report and expenditures, Pimentel seconded. Motion carried.
5. *Public comment* – None.
6. *Community Partner report* – Christina Mangiapani, Latah County Broadband Coalition – Mangiapani gave a presentation to the board, sharing goals and information about the coalition's activities. LCLD Director Chris Sokol and Technology Manager Andrew Morris serve as coalition members representing the Latah County Library District.
7. *Director's report* – Sokol provided trustees with her report on LCLD updates and activities for October 2023. The new library card designs for the youth and teen Valnet cards are being printed. The Moscow Chamber of Commerce Ambassadors will tour the library on Friday, January 5. Schmidt and Miller will be present to represent the board.
8. *Staff report – Youth Services Manager* – Katie Bouchard was hired as the new Youth Services Manager in September. Currently StoryTime and BabyTime are very popular with patrons and Bouchard will add a third option (ToddlerTime) in January. She is starting a once-a-month teen activity in December. The first event is Paint & Sip. In the future, Bouchard would like to offer a bilingual storytime.



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9. *Committee reports –*
 - a. Planning committee – The Planning committee is investigating options for a new Juliaetta library. They provided an update to the trustees.
10. *Unfinished business –*
 - a. Approval of HR consultant – The board discussed HR consultant options. Miller motioned to move forward with Omnia HR as the LCLD HR consultant to develop a contract with them. Pimentel seconded, motion carried.
11. *New business –*
 - a. Determination of ownership plan for Potlatch library – Sokol provided background and points to consider regarding ownership of the Potlatch library. Schmidt moved to write a new agreement with the City of Potlatch for 20 years (until 2043) maintaining the current status of ownership and conditions. Pimentel seconded, motion carried.
 - b. Discussion of Facilities and Real Estate Fund – The board will discuss the fund with the auditors to get more information. The audit will begin in late December.
12. *Motion to enter into executive session pursuant to Idaho Code §74-206(1)(c), To acquire an interest in real property not owned by a public agency –* The board postponed this item.
13. *Public comment –* None.
14. *Items for next month's agenda –* Trustee orientation review; Juliaetta building update; HR consultant update; Potlatch lease.
15. *Adjourn –* Smith adjourned the meeting at 6:40 PM.

Next meeting: December 19, 2023, 4:30 pm, Moscow Library

APPROVED 12/19/23
mjs/cs