



Minutes of a Regular Meeting of the Coeur d'Alene Public Library Board of Trustees

May 22, 2024

Meeting held in Library Community Room

Trustees Present:

Jim Windisch, Board Chair
Ann Smart, Board Vice Chair
Melisa Carper Bell, Board Member
Steve McCrea, Board Member
Katie Saylor, Board Member

Others:

Kiki Miller, City Council Liaison
Ayla Frens, Student Representative
Holly Stetson, Library Foundation Manager
Melissa Searle, Collection Development Librarian
Michael Priest, Library Director

Call to Order: The meeting was called to order by Board Chair Jim Windisch at 4:00 p.m. Board Member Steve McRea and City Council Liaison Kiki Miller joined via Microsoft Teams. Alternate Student Representative Lola Burns was excused.

Public Comment: None.

Consent Calendar: Motion to approve the consent calendar, Katie; second, Ann. Approved.

Director's report: Plans for the teen area upgrades generously funded by the Library Foundation are moving forward. It will involve three phases; 1) reconfiguring of the space and the installation of new shelving, 2) construction and electrical work, 3) purchasing and introduction of new furniture. The library will begin the first phase over the next few weeks.

The library is participating as part of the Arts Commission subcommittee exploring the concept of introducing a Poet Laureate for Coeur d'Alene. The subcommittee is finalizing its plans and, if approved by the Arts Commission and City Council, will invite applicants to submit their interest in the title.

The Coeur d'Alene Woman's Club enjoyed a tour of the library and the opportunity to meet and speak with several staff on April 26.

To follow up on the inquiry at the April 24 meeting as to why the total of \$38,983 listed within the Federal Grant line of the FY 2023-24 budget was showing as not having been spent in the Budget Status report: The City Finance department reported that they were behind on the journal entries for this expense – it has now been resolved and should no longer show up on future Budget Status reports.

Ann praised the amount of effort the library's outreach team put into constructing their summer schedule, particularly the Music on Monday concert series.

City Council Liaison: Kiki said that City Council had directed staff to review a Demolition Moratoria for the city to address community-wide concerns about the protection of historic buildings. The city currently has no demolition code and having one would allow City Council more oversight over the process. She revealed that City Council has formed a subcommittee to review budget proposals for FY 2024-25 in response to what may prove to be a challenging year. On that note, City Council recently shifted funds that were originally slated for

CDA 2030 to the Panhandle Affordable Housing Alliance that is exploring options for local worker housing. Kiki also shared that the Historic Preservation Commission has been actively engaging the community throughout May to celebrate National Preservation Month.

Student Representatives: Ayla shared that the teen Summer Reading Program was currently underway and regular programs and events will be back the week of June 17. She is looking forward to the annual Coeur d'Con event on August 24.

Friends: The Friends are next scheduled to meet on May 28. They will be considering funding proposals for the children's Summer Reading Program.

Foundation: Holly reported that the Foundation's collaboration with the Monday Night Dinner event went well on May 13 and proved to be a useful networking opportunity. Mudgy & Millie author Susan Nipp, supported by Ann, is continuing with school visits. Mudgy & Millie will also be attending the Family Day in the Park event on June 7. The next installment in Novel Destinations series is scheduled for June 13 at 6 p.m. in the Community Room with presenter David Kilmer. Holly's application for a \$15,000 grant through the Innovia Foundation was accepted. The funds will go towards the total for the teen upgrades. The Foundation's Board of Directors are enthusiastic about Katie's idea, presented at the April 24 meeting, of assisting the Community Library Network in their fundraising efforts for Post Falls Library.

Material Review Policy update: Ann sought clarification on why "person" was used throughout the policy instead of "patron", which is the word typically used to describe library users in all the library's other policies. Michael explained that it was to reflect the language used within Idaho Code § 18-1517B, which is guiding the updates to this policy.

Motion to approve the updated Material Review Policy as presented, Steve; second, Ann. Approved.

Material Review and Relocation Request Form: Steve had communicated several suggested edits to Michael and these were incorporated into the new draft of the form. These included renaming the form as the Material Review and Relocation Request Form for clarity, adding separate check boxes to define whether the person is a minor, parent, and legal guardian, and including a question asking if the person had read, viewed, or listened to the entire material.

Motion to approve the Material Review and Relocation Request Form as presented, Steve; second, Katie. Approved.

Materials Selection and Collection Development Policy update: Motion to approve the updated Materials Selection and Collection Development Policy as presented, Ann; second, Katie. Approved.

Loan Policy update: Melisa expressed concerns about parents and legal guardians having to be present at the library to sign their child up for a library card. She felt it was a barrier to some families and situations and that the process of obtaining a library card should remain as accessible as possible. Melisa added that she frequently signs her children up for activities and services online without the need to physically be present. She wonders why signing up for a library card would be any different. Steve agreed with that sentiment but offered that the library is having to devise ways to implement "reasonable restrictions" to accessing harmful materials to minors as defined and required by Idaho Code § 18-1517B. He felt that this part of the policy was worth more consideration. Melisa requested that City Attorney Randy Adams weigh in and that the policy be tabled for the June 26 meeting. Michael noted that the policy was also looking at possible restrictions for minor cards.

However, he felt it would be better to not implement any restrictions now and wait to see how the situation develops after July 1.

Motion to table the Loan Policy until the June 26 meeting, Steve; second, Melisa. Approved.

Behavior Policy update: Michael explained that the section addressing unaccompanied minors had been revised since the April 24 meeting and, in essence, went back to the original policy only with more specificity. It now included vulnerable adults as well. Jim suggested that a definition for vulnerable adults be added, preferably referencing the definition from Idaho Code. Melisa thought the policy could also be tabled for the June 26 meeting to allow staff to make that addition.

Motion to table the Behavior Policy until the June 26 meeting, Melisa; second, Katie. Approved.

Next regular meeting – June 26, 2024 at 4:00 p.m. in the Library Community Room

Adjourned at 5:08 p.m.

Respectfully submitted,
Michael Priest