



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

July 17, 2023

Meeting held in Library Story Room

**Trustees Present:**

Jim Windisch, Board Chair  
Ann Smart, Board Vice Chair  
Katie Saylor, Board Member  
Fay Sweney, Board Member

**Others:**

Kiki Miller, City Council Liaison  
Holly Stetson, Library Foundation  
Michael Priest, Library Director

**Call to Order:** The meeting was called to order by Board Chair Jim Windisch at 4:05 p.m. Board Member Steve McCrea and Student Representative Lily Givens were excused. Board Member Katie Saylor joined the meeting after several minutes.

**Public Comment:** None.

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

**Director's report:** The library submitted its Facilities and Capital Improvement Grant application to the Idaho Commission for Libraries (ICfL). It included upgrades to the HVAC system, teen areas, study rooms, Library of Things room, and the Nelson Room for a final total of \$390,000. Successful applicants will be announced the at the end of July. ICfL may choose to fund all or part of the submission.

Staff have been busy preparing the children's library for upcoming enhancements, particularly the reading cabin. The cabin is expected to be installed around mid-August and a ribbon cutting ceremony is scheduled for August 24 at 11 a.m.

Interviews were held on June 28 to fill three part-time Circulation Clerk vacancies and offers were made to three candidates.

Artist Bryan Ross has completed a bronze bust of the late Dr. E.R.W. "Ted" Fox, local physician and board member of the Library Foundation. Bryan and donor Pepper Smock will present the artwork to the library on July 26.

The empty shelves above the stairs that used to house new adult nonfiction books are in the process of being removed. The shelves are no longer needed and ultimately restricted access along what is one of the main thoroughfares of the library.

**City Council Liaison:** Kiki said that City Council is continuing to review budget proposals for FY 2023-24. She noted that there is a lot of road construction currently underway as the Streets & Engineering department looks to make improvements. The department is looking to put together a map in an effort to inform citizens.

**Friends:** The Friends did not meet in June and will next meet on July 25. They have provided additional prizes for the children's summer reading program due to a high level of participation.

**Foundation:** Holly shared that the MudygMobile participated in the 4<sup>th</sup> of July Parade. She gave a reminder that the William Kent Krueger fundraising event will be on September 14 from 7 p.m. Holly is currently working on grant applications for opportunities presented by the Idaho Humanities Council and United Way of North Idaho.

**Meeting Room Policy update:** Michael presented an updated Meeting Room Policy that included recommended changes by City Attorney Randy Adams. Randy's opinion was that the library was potentially being too restrictive on political activities in the rooms in a way that was not legally enforceable. As a result, Randy recommended removing line 1. e. that read "Library meeting rooms shall not be used for the purpose of assisting the campaign for election of any persons to any office, or for the promotion or opposition of any ballot issue. Political forums are acceptable with all sides represented in programs such as information sharing, organizational meetings, election issues, or candidate forums, and will be available on a non-discriminatory, equal-access basis." Randy and Michael also suggested some minor tweaks to language throughout the policy for greater clarity. Kiki wondered if line 1. e. had been included in the policy more as an informative piece rather than a restriction in an effort to ward off any potential issues. She asked if Randy had any insight into its history. Michael said that Randy and he had not discussed that. He offered that any issues such as disruptive activities would be dealt with in a way that was consistent with the guidelines of library's Behavior Policy. Katie felt that making the policy less restrictive was a positive way to add more public forum space for groups within the community. If this presented issues, the board could revisit the policy again in the future.

Motion to approve the updated Meeting Room Policy as presented, Katie; second, Ann. Approved.

**Library Gallery Exhibition Policy update:** Michael presented an updated Library Gallery Exhibition Policy that had also been reviewed by the City Legal department. The major addition was to line 2. that allowed the library, Foundation, Friends and city may display items for sale to support fundraising efforts. City Legal recommended an adjustment to line 8. b. that would open up exhibits that might be perceived to be of a religious or political nature but retain a restriction on commercial displays. Both Jim and Fay thought that the adjustment to line 2. allowed for greater artistic expression. Fay felt that the trustees might also consider altering line 9. b. that reads "Users may not exhibit information about political candidates or issues that are currently on the ballot or being heard in the Idaho Legislature." She believed that presenting information on political issues or ballots was something the library may want to allow. Katie offered that the trustees could revisit the policy again if needed. Motion to approve the updated Library Gallery Exhibition Policy as presented, Ann; second, Fay. Approved.

**Partnerships with local libraries:** Michael presented a document detailing the library's partnerships with other regional libraries both within and outside of the Cooperative Information Network (CIN) consortium. Fay asked whether Coeur d'Alene Library owned titles it purchases within the Overdrive/Libby platform. Michael responded that purchased titles became the property of the CIN consortium no matter which library purchased them. Katie asked how a library would withdraw from CIN. Michael explained that the process is outlined within both the Joint Powers Agreement and Operating Agreement and requires 6 months' notice. Fay asked if all the branches are represented at the monthly CIN meetings and whether CIN had any employees. Michael replied that the directors of each library entity generally attend the meetings as voting members. CIN does not have any employees. Coeur d'Alene Library and the Community Library Network provide the bulk of the support staff for the consortium and these staff members also attend the meetings on a regular basis.

Next regular meeting – August 23, 2023 at 4:00 p.m. in the Library Community Room

Adjourned at 4:48 p.m.

Respectfully submitted,  
Michael Priest