



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

March 23, 2022

Meeting held in Library Community Room and via Zoom

Trustees Present:

Katie Sayler, Board Chair, Zoom
Jim Windisch, Board Vice Chair, Library
Ann Smart, Board Member, Library
Fay Sweney, Board Member, Library

Others:

Kiki Miller, City Council Liaison, Zoom
Georgia May, Student Representative, Zoom
Tyler McLane, Circulation Librarian, Library
Angela Flock, Young Adult Coordinator, Zoom
Michael Priest, Library Director, Library

Call to Order: The meeting was called to order by Board Chair Katie Sayler at 4:05 p.m. Board Member Steve McCrea was excused.

Public Comment: Coeur d'Alene resident Kara Claridge gave a legislative update on House Bill 666. She explained that it amends Idaho Code 18-1517 by removing an affirmative defense for librarians disseminating harmful material to children. She noted that the bill received approval by a supermajority in the Idaho House of Representatives. The library contains materials that she considers to be material harmful to minors, which is what the bill is designed to address. She will continue to bring attention to this issue at future board meetings. Mrs. Claridge stated that she has read the American Library Association's (ALA) Library Bill of Rights and believes that it can be used to justify the normalization of pedophilia. She feels that current culture promotes gender confusion and that acceptance of pedophilia is not far away. She is concerned that the library is removing classics in favor of titles that reinforce this notion.

Presentation on Idaho Open Meeting Law: City Attorney Randy Adams gave a presentation on Open Meeting Law. During the presentation, Randy corrected his previous advice that a trustee had to be present in the building for a hybrid meeting. Randy explained that having only the director present in the same physical space as where the public could assemble and observe the meeting would fulfill the requirements of the law. At the conclusion of the presentation, there was an opportunity for the trustees to ask questions. Fay asked about whether the board's review of a Material Review Committee's report would be classified as a "quasi-judicial" proceeding. Randy answered that it would not since it is an administrative process pertaining to established policy rather than a quasi-judicial proceeding. Any information or questions received from the public should still be disclosed at the public meeting at which the report is reviewed. Jim asked if sending an article or documents to other board members outside of a public meeting was allowed. Randy recommended that the sharing of articles and documents be saved for public meetings. Trustees can ask that they be included in the

702 E. Front Ave. ● Coeur d'Alene, ID 83814 ● 208-769-2315

Fax: 208-769-2381 ● www.cdalibrary.org ● Library Hours: Monday – Thursday, 10 a.m. to 8 p.m. Friday – Saturday, 10 a.m. to 6 p.m., Sunday 12 p.m. to 5 p.m.

board meeting packets if needed. Jim asked about the prospect of a board contact form on the library website and its solicitation of public comment. Randy responded that board members can engage the public this way since it is unsolicited public comment. However, information or questions received from the public should be disclosed at the next public meeting. Fay asked if Randy could clarify solicited vs. unsolicited public comment. Randy explained that solicited public comment should be avoided. He reiterated that unsolicited public comment that has been received should be disclosed at a public meeting. Unsolicited public comment at public meetings, through the director, or via a board contact form on the library website is preferred for the sake of transparency.

Consent Calendar: Motion to approve, Fay; second, Ann. Approved.

Director's report: The library is in the process of assembling items to create a "Library of Things" collection, which will be housed in what used to be the Computer Lab/Make-It Lab on the upper level of the building. The collection will contain a variety of tools, equipment, games, instruments, and tech for patrons to check out. Patrons can browse the collection in the room and, rather than using items in the space, take them home instead. Staff will prepare a number of former Make-It Lab items and other purchases for the collection. Further items will be added thanks to a \$1,000 donation from STCU that was received back in November 2021 for Giving Tuesday. Holly is looking to increase funding for the collection via a Project Neighborly grant provided by the Idaho Community Foundation.

The library has formed a small working group of staff that will recommend and assess enhancements to the library website. The goal will be to ensure that the website is providing everything patrons and staff need from it; information about, and the promotion of, all library services, and direct access to digital library collections.

The library's outreach staff have initiated a partnership with the Northwest Expedition Academy (NExA), holding weekly literacy and science, technology, engineering, and mathematics (STEM) activities for all grade levels at the school. Staff will rotate through classes on Wednesdays, 12:00-3:00 p.m. This is a pilot program that may have the potential to be transferred to additional Coeur d'Alene schools in the future.

Council liaison: Kiki has been spending much time working with the Regional Housing & Growth Issues Partnership and promoting the group's information and resources that can be found at rhgip.com. Katie asked whether City Council were discussing any changes to public meeting policy that will affect city boards and commissions. Kiki replied that discussion was heading to the subcommittees shortly.

Friends: The Friends met on March 22. They worked out logistics and volunteer help for the Shred Day event on Saturday, April 9 from 10 a.m. to 1 p.m. It will be a drive-up event in the library parking lot. Participants will be limited to two banker sized boxes of documents for shredding.

Foundation: The Foundation has set Thursday, July 14 as the date for the Jess Walter author event and fundraiser. It will be held in the Community Room from 6 p.m. They are ready to launch their Mudgy & Millie sponsorship program for local businesses. The money raised will assist in funding more author visits and book giveaways at local schools by Susan Nipp.

Board contact form for library website: Michael had Christopher Brannon, IT Coordinator, develop the contact form as it would look on the library website. The option to have patrons also submit

documents is now a possibility through Dropbox. If approved, the contact form would be displayed on the Board of Trustees page of the website at cdalibrary.org/about/board-of-trustees. Michael had checked in with City Legal regarding procedure. Submissions would go to Michael in email format and he would forward it onto the trustees. If the patron requires a response, a trustee who is willing to provide one must reply only to Michael. Michael will then email the group the name of the trustee who will be responding. Based on what was presented earlier on open meeting law, Jim would like to see a note added to the top of the form that comments may be summarized at a future board meeting and the name of the patron disclosed. Motion to approve a board contact form for the library website, Jim; second, Ann. Approved.

Library classifications for shelving materials: Michael gave a short presentation on how the library classifies and shelves materials. Jim wanted further clarification on why practices were not consistent among all libraries. Tyler responded that varies between libraries often due to collection size. Some libraries break out middle grade materials into a separate category. Several smaller libraries within the Cooperative Information Network have all children's materials classified as either "Easy" or "Juvenile" rather than splitting them into several categories as Coeur d'Alene does. As an example, it makes little sense for a library to have board books as a separate category if they only have a few.

Children's programming plan: Michael gave a short presentation on upcoming children's programming in April and the reintroduction of more in-person options for patrons. Fay asked who the dog for the PAWS to Read program belonged to. Michael said it was a community member whose dog has received specialized training. Tyler added that it was a service or therapy dog. Jim noted that Delaney Daly, Youth Services Librarian, was looking into the possibility of a middle-grade community read in Coeur d'Alene, and he thinks it is a great idea.

Materials Selection and Collection Development Policy review: Michael presented two new additions to the policy. Added under Censorship section, no. 3.: "Materials for minors under the age of eighteen (18) that violate Idaho Codes 18-1513, 18-1514, and 18-1515 will be excluded from the juvenile and young adult collections." Added to the Censorship section as no. 5: "Staff-initiated displays are curated and arranged by subject and may relate to celebrations, current events, or topics of interest. Displays are frequently rotated as staff time allows. Displays should not exclude topics, books, media, and additional resources solely because they may be deemed controversial, nor should materials be excluded based upon origin, background, or views of those contributing to their creation. Materials should not be proscribed or removed due to partisan or doctrinal disapproval." Fay pointed out that the lettering sequence for the sections was out of order and also needed updating. Motion to approve the updated Materials Selection and Collection Development Policy, Fay; second, Jim. Approved.

Material Review Policy review: Michael proposed future updates to the Material Review Policy for consideration. In addition to editing the language to add clarity, the first proposal including the following changes: only allow legal Coeur d'Alene residents to submit Request to Review Material forms, a timeline on when the complainant will receive notice that their challenge will be considered by the board, and that the library will not convene a Material Review Committee relative to complaints about the same materials for a period of three years. The second proposal added the suggestion that the Material Review Committee be removed and a thorough review of the materials by the director and selector replace it. This was in line with how most other Idaho libraries run the process. Jim asked

how the community member for the Material Review Committee is chosen. Michael answered that that was one of the issues the second proposal is attempting to resolve. The director chooses the community member, which can give the impression of bias. Fay echoed this concern. She recalled that the library had never had to assemble a Material Review Committee previously. She remembered only one other material challenge making it to the board, and she does not think a Material Review Committee was part of the process then. Michael noted that the previous edits to the policy were not recorded, so it was difficult to know when the Material Review Committee was added. Jim said that he read an article in the School Library Journal about material challenges, and noted a lot of what is being suggested reflects the best practices that he saw in the article. Fay recommended two further edits. The first was to include the verbal exchange with the patron as a numbered step in the process. The second was to include a following step at which the patron receives hard copies of the library's Materials Selection and Collection Development Policy and related ALA documents. This would then be included as something for the patron to acknowledge on the Request for Review of Material form. Ann agreed with adding this to the process.

Next regular meeting – April 27, 2022 at 4:00 p.m. in the Library Community Room and via Zoom. It is thought that all of the board members will be available to attend in person. Zoom will remain an option for trustees or members of the public who cannot.

Adjourned at 5:10 p.m.

Respectfully submitted,
Michael Priest