



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

May 22, 2019

Trustees Present:

Kraig Lysek
Ann Smart
Steve McCrea
Katie Saylor

Others:

Melissa Searle, reference librarian
Bette Ammon, director
Kiki Miller, city council liaison
Suzy Young, guest

Call to Order: The meeting was called to order by Chairman McCrea at 4:07pm.

Consent Calendar: Motion to approve Consent Calendar, Lysek; second, Saylor; Discussion about the impressive outreach programs and statistics. For further staff reports the Board requests that those staff who attend a workshop or conference please include a paragraph about what they learned or how they apply the information they received. Approved.

Director's report: Lompu II is at the Farmer's Market right now. It's out of storage and will now be kept in a secure spot at the new parking garage at 3rd and Lakeside when not in use. Upcoming outreach events include Pride Day in the Park, Kids Day in the Park, and Family Day in the Park. Bette noted that her evaluation with Troy is scheduled for next week. The library will have an intern this summer whose wages will be paid by the Department of Labor. Andrew Thrasher starts next week. He'll be shelving, helping with programming, and much more. In June, Tyler, JD, and Bette will be attending a Futures Camp in Caldwell put on by the Idaho Commission for Libraries.

City council liaison: CDA 2030 is launching a partnership with United Way, Panhandle Health, and Headstart and maybe the Childcare Commission. Kiki believes this project is continuing the preschool literacy push already in place and wants the Library to be involved. As Council heads into budget planning, they will be looking at duplication of services, parking issues, and more.

Lake City Library. JD supplied the Lake City Survey Report and is implementing several projects as a result. She'll be removing the young adult fiction and replacing it with more children's books, create better signage, maybe establish a "free" cart of discarded books, procure a copier/scanner, and look at creating a teen book club. While several responses mentioned a reading nook area, this was discouraged by the school librarians.

Friends of the Library: The May Friends meeting will be next week.

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 and Saturday, 10 a.m. to 6 p.m. Sunday, Noon to 5 p.m. ● Library Director: Bette Ammon

Library Foundation: Bette reported for Holly that the Jacob Maxwell Stories and Songs fundraising event is now in place and scheduled for June 21. Maxwell was a contestant on a television show called “The Voice” and is a local resident. Tickets are available through brownpapertickets.

Prairie School. Bette’s School Board presentation went well. The School Board reacted favorably to the plan to locate a public library in the new school. Planned opening will be September 2020. Bette will be working on the MOU and having it vetted by city legal and the School District’s legal advisor. Due to Kiki’s due diligence, the architect was able to flip the location of the school library so that school restrooms will be available at no additional cost.

Fines. The Board continued their discussion of going fine free and talked extensively about national trends, local decisions, and the overall wish to eliminate barriers and have more people reading more books. Noted was the reduction in revenue and the need to determine how much staff time and other resources would be saved as a result of eliminating fines for all library users. Bette will contact ICFL for any research they can provide. The Board was impressed by the Ted talk presentation sent out earlier.

Bette talked about the Cooperative Information Network (CIN) and the fact that most CIN libraries are either fine free now or going fine free on June 3. The group voted to change the blocking structure procedure from blocking at \$3.00 to blocking if an item is overdue. This will encourage people to get items back on time since they’ll be prohibited from checking out other materials. Motion to approve going fine free for all users on June 3 in conjunction with the Community Library Network and to review results in one year, Lysek; second, Sayler. Approved.

Budget review. Bette met with Troy to go over the preliminary budget. They discussed reducing the fine revenue line from \$18,000 to \$1,000 if the Library Board votes to eliminate fines. Bette proposed adding a full time reference clerk who would be the branch librarian at the new Prairie School, work in Tech Services, and potentially do some backup IT work. Since the school won’t be opening until September 2020, Bette and Troy looked at starting this person mid-way through the next fiscal year. Other increases included a small increase in the postage/courier line item, more money in the utilities budget, as well as funding to continue upgrading public internet computers per city IT recommendations. The materials budget stays as is although if there is an opportunity to request a modest increase, Bette will ask. The next step is an overview with City Council in June.

Art donation. The Board would prefer that all proposed art donations go first to the Art Commission for vetting and then recommendations come back to the Board.

Personnel. Two new library clerks will be starting soon. Kent Roberts will start on May 24 and Edson Wagatsuma will begin mid-June.

Report on trustee training. Bette, Kraig, and Ann attended a trustee training in Moscow earlier this month. Kraig commented that it was a great training, well moderated, and we all came away with action items. His item is to provide bilingual tours to Spanish speaking individuals. The library does have at least two fluent Spanish speakers. Barbara Brambila would be pleased to offer tours. Discussion followed on how to advertise these – in Spanish. Katie recommended school newsletters. Ann mentioned finding out about Latina clubs or events and advertising there. Ann’s commitment was to create a legislator event in September along with CLN trustee Judy Meyer. In particular the entire board is interested in discussing the recent bill requiring Wi-Fi filtering in libraries. Ann also provided a board self-evaluation tool which would be useful for new board members. Bette’s action plan involved sending

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our documentation detailing the agreement with the School District for the creation of a public library in a school library. CLN is considering that for a planned Post Falls elementary school.

In addition, the Kraig, Bette, and Ann would like to try pre-planning agendas for subsequent meetings. Topics for the June agenda proposed include starting at 3:30 to continue reviewing long range plan, donated art items follow up, reviewing how the policy is displayed on our website.

Next scheduled meeting is June 26 at 3:30 pm in the Jameson Room. Ann will not be available.
Adjourned 5:55 pm.

Respectfully submitted,
Bette Ammon

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