



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

April 24, 2019

Trustees Present:

Kraig Lysek
Ann Smart
Fay Sweney
Katie Sayler

Others:

Mandi Harris, youth services librarian
Bette Ammon, director
Isabel Bartosh, student rep
Kiki Miller, city council liaison
Craig Northrup, Coeur d'Alene Press

Call to Order: The meeting was called to order by Vice Chairman Lysek at 4:04pm.

Motion to amend the agenda, Sweney; second, Smart. Discussion – the Board would like to add an Executive Session since the director's evaluation is due to the City by May 3. The amended agenda was posted earlier today. Approved.

Consent Calendar: Motion to approve Consent Calendar, Sayler; second, Sweney;

Director's report: Bette asked that Christopher's report on connectivity be moved to the top of the meeting. Outreach activities are simply amazing. Barbara Brambila recently was at an all-day demonstration event for assistive technology at NIC. She was able to show people a variety of available library services including eBooks and she learned about some assistive technology that the library potentially can utilize. Angela and Char attended a STEM event and had great contacts with a variety of kids who were amazed that we have 3D printers, made buttons, and received free books and handouts. Char was at the Harding Center last week for their family night, and she and Mandi have multiple events planned for early June. Bette also mentioned a possible opportunity for outreach to the seniors who use services at the Lake City Center. One idea is to utilize meals on wheels to deliver books.

Connectivity. Last month the Board had questions about bandwidth as they discussed the Long Range Plan. Christopher explained that the public computers are connected to the city's fiber and the bandwidth is currently sufficient. Lysek asked about controls or throttles if the library exceeds our share. The example Christopher supplied deals with his weekly updates to the twenty laptop computers used for the library's League of Legends program. If they are all updating simultaneously through the network, we exceed our bandwidth allotment. He's developed a work around that seems to be working now. As far as Wi-Fi connectivity, that's a separate source and while in the past we had complaints about it being slow, it appears to be robust for now. Discussion continued on how to plan for the future particularly in light of the library Wi-Fi filtering law that will become law in July 2020. Bette and Christopher will get feedback from city IT staff for planning purposes. The Board thanked Christopher for his ongoing hard work and creativity.

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

City council liaison: As always there is much going on with the city as budget planning begins next month. Kiki has heard from constituents concerning the library's possible collaboration with the school district involving the public library services in the new Prairie School. She's eager for Bette to present information on how tax payers will receive increased services at very little cost. Like school districts, libraries are not eligible for impact fees that come as a city grows so we have to be creative about how we provide increased services to a growing population. Kiki mentioned that discussions for plans involving the property at the base of Tubbs Hill are ongoing and may affect the overall parking discussion for the south lot.

Lake City Library. JD is compiling the survey she completed last week. She had 139 responses online and 30 in-house written surveys. Bette will forward the raw data results to the Board. Comments were interesting and there were several suggestions we can discuss pursuing.

Friends of the Library: The Friends approved \$100 as the match for the Let's Talk About it Grant the Pageturners are submitting.

Library Foundation: Bette reported for Holly that the Delia Owens event was a tremendous success garnering over \$5,000. The author was pleased as well. Board members agree that it was a terrific program and they are impressed with the Foundation Board members who work so hard on fundraisers like this. They'll be planning another author event in the fall. Mudy will be at the Spring Fling this weekend high-fiving kids as they complete the race. Susan Nipp is writing a 3rd Mudy & Millie book, this time set in Costa Rica. They will be available in December.

Student representative: Isabel has an idea of a possible writer's competition involving essays written by teens concerning the importance of school libraries in light of recent events in Spokane. She'll flesh this out at the next meeting.

Prairie School. Bette is invited to the School Board meeting on May 6 and will be presenting a few slides on the idea of developing a branch public library in the school library of this new school. Architects West has been able to modify the plans to include access to school restrooms. Dr. Steve Cook indicated that we might be asked to contribute funding toward shelving. The library Foundation is pleased to do this and might even hold a special fundraiser just for that. Kiki asked Bette to talk about innovative public library services such as the digitized Coeur d'Alene Press archives. Bette will send Dr. Cook the report Tyler compiled on Lake City use statistics.

Fines. Continuation of the discussion to eliminate fines for Coeur d'Alene patrons. In the past month two more CIN libraries (Liberty Lake and West Bonner County) have eliminated fines and the Community Library Network (CLN) will implement no fines as of June 1. Bette presented an analysis report compiled by Tyler McLane. Our no-fines-for-minors policy (in place since May 2018) has resulted in more children using the library, checking out more materials. Again, the national trend of removing fine barriers was mentioned. The Board is in favor of looking at implementing this for the FY 20 21 budget and acknowledged that Bette will need to make the case for Troy and City Council.

Budget. A preliminary budget is due in May. Changes this year will include requesting a full-time reference clerk position who will be working in Tech Services and available for branch library services

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at the new school. Postponed from last year is the addition of approximately \$10,000 to complete computer upgrades. We'll also be asking for an increase to the materials budget.

Art donation(s). Recently two artists have approached the library through the Art Commission asking that we consider adding their art in the library. These include mobiles as well as sculptures (free standing and wall mounted). Wall space and display areas are limited. The Board recommends that Bette develop an art policy in conjunction with the Art Commission. The policy could include a way for art to be rotated.

Handrail proposal and quote. Recently a library patron recommended adding a child size handrail to the stairs particularly since the Children's Department is downstairs. We have a quote of \$3,646.00 to complete this and it will be funded by the Foundation.

Other. Kraig asked about the recent legislative action pertaining to filtering Wi-Fi which will be put into place on July 1, 2020. Bette is hoping it can be amended or repealed during the next session. Kraig would like to the Board to write a letter of protest. Kiki mentioned that this is an unfunded mandate, something the legislature was committed not to do. She recommends gathering forces with the city's legislative committee during the next session. Bette will also work with the Idaho Library Association.

EXECUTIVE SESSION: Motion by Saylor, seconded by Smart to enter into Executive Session as provided by I.C. 67-2345 §F: To consider the evaluation of an employee. ROLL CALL: Sweney, Aye; Saylor, Aye; Lysek, Aye; Smart, Aye. Motion carried. The Board entered into Executive Session at 5:20 p.m. Those present were the library board. Matters discussed concerned the director's annual evaluation. The board returned to its regular session at 5:44pm. Motion to accept and approve the evaluation of the library director as amended and encourage Bette to use her vacation time, Sweney; second, Smart. Approved.

Next scheduled meeting is May 22 2019 at 4 pm in the **Gozzer** Room. Fay will not be available. Meeting early for long range planning will be postponed.

Adjourned 5:55 pm.

Respectfully submitted,
Bette Ammon