



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

October 23, 2024

Meeting held in Library Community Room

### **Trustees Present:**

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

### **Others:**

Holly Stetson, Library Foundation Manager  
Ayla Frens, Student Representative  
Elizabeth Westenburg, Library Director  
Sharalee Howard, Librarian

**Call to Order:** The meeting was called to order by Board Chair Jim Windisch at 4:01 pm

**Consent Calendar:** Steve McCrea motioned to approve, and Katie Saylor seconded.

All approved

### **Director's report:**

At the CIN meeting this month it was voted on to consult an attorney after the courier requested fixes for what he described as a breach of contract that he had signed. The CIN members looked at the contract and his concerns and Megan Mize, the CIN president emailed him that he could be released from his contract after consulting the attorney. A temporary courier will start November 1st and then the contract will go to bid in January.

Tyler has hired a new clerk, Autumn, who started this week.

Over 1100 pumpkins were given away at the annual Pumpkin Patch storytime in partnership with the Wastewater Department. Over 500 people attended to make pumpkin cookies, create crafts, and play games. It was so much fun to be a part of my first kid's program!

Changing to Aspen Discovery Catalog was a smooth transition.

**City Council Representative:** Kiki Miller was unable to make it.

**Student Representative:** Ayla Frens was the "magic fish behind the fishing pond" at the pumpkin patch this year. She said she had a fun time. She mentioned the colder weather means more reading and got 3 new recommendations from Angela today. Study rooms are pretty consistently full- been trying to get one after school. Katie Saylor mentioned ways to get more study space- carrels or other solutions? Sharalee Howard said we are pretty much using all our small rooms, but we can think on it.

### **Friends:**

The Friends made over \$2000 in September (thanks to Coeur d'Con) and their goal of \$1000 a month has been surpassed as they are at \$11,000 for the year.

**Foundation:** Susan Nipp has started their giveaways at the elementary schools for the Hawaii book. Tara Richards' author event had small attendance, but guests enjoyed her and engaged with good questions. She gave tips on the writing process for some authors in the audience. The art for the outside of the library will be installed November 8th with a program on the 14th at 10 am- unveiling outside after. Cider and cookies will be served. November 29th is the light parade at 5 pm. Mudgie and Millie Sing a long is December 14th- 11 am. New Heritage wall donor addition this month. Jim Windisch mentioned he has seen the kids leave with their books at his school and they all look so excited.

Conversation about:

Melisa Bell-Carpenter- a way to contact the board for events. She would like to know if it is something to come to, spread word on details, get help from them, or just an FYI. Elizabeth Westenburg will ask programming staff to send the information to her and she will make a calendar invite to send to board members- with a call to action.

### **Unfinished business**

#### **Agenda**

Steve McCrea spoke to the Arts Commission at their meeting about an art piece (16 ft tall) for the library. The Arts Commission was asked to purchase the library. They have found there is no process in place to purchase new art and will be working on that. Other parties had requests for new art so the process being developed would include that they shouldn't be the only ones funding and maybe donors would match contributions.

Steve will update everyone by next month-

Katie Saylor said it is a great example of how the library evolved to all the things a library is- art is an awesome addition for community space.

Ayla reappointed for this year. She is a senior, so discussion was had on how to get an alternate. Jim could reach out to English teachers.

Katie mentioned it should be a freshman or sophomore if possible.

Sharalee knew of a leadership class at Lake City- always looking for ways to volunteer.

Student Council groups could also be good to serve in a civic role. Jim will contact teachers in these roles for recruiting.

November meeting would be on the 27th which is the day before the Thanksgiving holiday. Next meeting is Moved to the 4th of December, 4 pm. And no meeting at the end of December as it falls on Christmas.

### **New Business**

Katie wanted to know when the board applications were due- due Friday, October 25th.

She asked if boards have to follow a 60-day rule for Idaho Code. Elizabeth said she would find that information for her. There are five applications right now.

Steve mentioned there was a patron dismayed about a piece of clothing worn by a staff member-related to Pride. The City has a policy that defers to the department and the library's policy requests staff wear business casual clothing that lends authority to working with patrons. Katie discussed how in public entities religious wear is allowed so is it personal expression or political? Melisa spoke on honoring free expression in the workplace, but it is different when it is a public place. You also want to identify as a safe space or person for community members.

Since it isn't a board approved policy but standard operating procedure for staff, Jim didn't think it needed to be made a board approved policy. Elizabeth will provide the policy for the next board meeting.

Holly Stetson said she can give this year's fundraiser cards to board members to hand out to save stamps.

Jim really enjoyed the stuffie sleepover social media and Katie loved the idea of the craft supply swap.

Next regular meeting, December 4th at 4:00 p.m. in the Library Community Room.

Adjourned at. 4:51 m

Respectfully submitted,  
Elizabeth Westenburg