



**Minutes of a Regular Meeting of the
Coeur d'Alene Public Library Board of Trustees
March 29, 2017**

Trustees Present:

Katie Saylor
Fay Sweney
Steve McCrea
Kraig Lysek

Others:

Bette Ammon, director

Holly Stetson, foundation manager
Crystal Miller, circulation manager

Call to Order: The meeting was called to order at 4:10 P.M. by Chairman McCrea.

Consent Calendar: Motion to approve pending question about double transaction for HRA Veba trust, Sweney; second, Saylor. Approved.

Director's report. Bette presented information about literacy grant received by United Way and the University of Idaho. She attended a planning meeting. Much discussion from the Board concerning ideas on how to identify and reach out to children who need books and pre-kindergarten literacy efforts. Playaway devices with stories were mentioned but there was concern about screen time for small children. Opportunities to distribute books discussed included Sunday school, grocery stores, parks, etc. Bette will send the Board a copy of the grant.

Lake City Public Library. All are pleased with the steady use. JD is planning various programs including having makerspace kits available.

Foundation: Over 40 tickets have sold for the April 21 fundraiser featuring Woodie Guthrie songs with Laura Sable and Bill Wiemuth. Tickets are available through Brown Paper Tickets and Holly encouraged the Board to get theirs. She's been asked by the Inland NW Foundation to meet with them concerning the hotspot grant she submitted last month. All agree that this is a good sign. Bette will present a synthesized proposal for the TMobile program at the April foundation meeting. Holly mentioned that the fundraising committee is gearing up for the 10th anniversary celebration of the library building on September 9 & 10.

Friends: Neither Bette nor David could attend the March Friends meeting. The Friends are supporting Shred Day on April 15 and a national speaker on April 26 as well as hospitality for several other library programs.

Personnel. Crystal told the Board that she turned in her letter of resignation. Her last day will be May 12. She's moving to Georgia. Although sad to see her go, the Board is grateful for Crystal's exemplary

work here for nearly three years. Bette noted that the circulation manager position is complex and it will be hard to replace her. The position has been posted.

Committee chairs review. The Board reviewed the Municipal Code as it applies to the library's board's roles and responsibilities. They noted that the trustees are appointed per code. Reports are generated monthly (financial and minutes) and reported to Council within 30 days of meetings. Their annual goals include evaluating the library director, setting the library budget, reviewing policies and the long range plan, supporting fundraising, advocating for libraries, training, working on improving services (this year establishing a hotspot lending program and Coeur d'Alene Press digitization). Bette will submit.

Internet policy review. As required by Idaho Code, the Internet Policy was reviewed with a few small changes recommended by IT Coordinator Christopher Brannon. Motion to approve as presented, Sweney; second, Saylor. Approved.

Trustee training. This statewide training is scheduled to take place in our library on August 7. Bette encouraged all who can to attend. She'll also be providing more information on the Pacific NW Library Association conference scheduled for August 3 & 4.

The Board noted how pleased they are with hosting the annual Koha Users Group conference. They appreciate staff members participating in outside groups.

Next meeting. April 26 at 4pm in the Jameson Room.

Adjournment: Adjourned 5:10 p.m.

Respectfully submitted,
Bette Ammon