



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

May 24, 2017

Trustees Present:

Katie Sayler
Fay Sweney
Steve McCrea
Kraig Lysek
Ann Smart

Others:

Cassidee Smidt, student rep
Holly Stetson, foundation manager
Susan Thorpe, children's supervisor

Call to Order: The meeting was called to order at 4:04 P.M. by Chairman McCrea.

Consent Calendar: Motion to approve, Sayler; second, Smart. Approved.

Director's Report: Chairman McCrea read Bette's report of the digitization project. Communication seems positive and there is now a timeline to move forward with it, which will hopefully be firmed up by June 16. Perfect Image will do the scanning. Their website is pimage.com. There are still questions about the license fee and how much money the Hagadone corporation will contribute. Negotiations continue slowly.

City Council Liason: Chairman McCrea said that Kiki Miller could not be present, but that he heard from her that the budget council was all good. A small discussion ensued about the willingness of the council to approve one part-time staff person in the coming fiscal year, to increase an outreach presence in the community, as well as serve as an additional reference librarian.

Friends of the Library: Holly spoke to the change in the volunteer breakfast, now June 24, due to the number of invitations that need to be sent out this year. She spoke re: the recent Friends meeting, and explained that one of the members has started selling on Craig's List. She mentioned that Bette requested \$2,000 for a program, which the Friends granted. She also answered the question as to who the current president of the Friends is: Peggy Appleton.

Library Foundation: The hot spot grant for \$10,875 has been awarded and purchasing has begun. The library is waiting for the cases at the present. Christopher is working on the project. There are 25 hot spots and the grant will additionally pay for one year of service (at \$35/hot spot per month). Kraig added the importance of keeping good stats for this first year for the purpose of adding the service costs to the budget next year. He also suggested promoting the hot spots sufficiently at places like women's shelters, the Boys & Girls Club, etc., where the needs are greatest. The circulation period will begin at 4 weeks, but may need to be adjusted if patron holds warrant it. The last Novel Destination was a good program.

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

The Woody Guthrie event raised \$10,565 and brought in five new big donors. The foundation is hoping to get Idaho author Emily Ruscovich to present at a program in the fall. The focus of the foundation is now for the 10 year anniversary coming up this fall. The celebration will take place Sept. 9-10. There will be opportunities for the community to make \$1,500 donations to the library. There will be an evening event for adults and the next day will be a family day to involve children. The foundation will purchase free books to give out to each child who attends. Chairman McCrea also mentioned that Sunday (9-10-17) the Jewett House will be celebrating their 100th anniversary, and the Coeur d'Alene Symphony will be performing there.

Student Representative: Kraig asked Cassidee if there was anything the school could benefit more from at the Cd'A Library. She responded that more advertising at her school about projects and events going on at the library could enlighten students about the resources they might be interested in that the library has to offer. Katie suggested that perhaps Christopher could create a link that students could use, and Kraig developed that idea by suggesting a mobile app search link. Katie added that the many library databases are a great resource for students, so they should know about them. Kraig asked Cassidee if the students at Charter are aware and if they would be interested in the upcoming library Coeur d'Con. Cassidee answered that some of them are interested. It was suggested that the August agenda should revisit how the new outreach staff person could connect with local schools more effectively.

Fines: Waive overdue fines for summer reading participants - Motion to approve, Lysek; second, Smart. Approved.

Personnel: Tyler McLane has been hired as the new circulation manager. He has worked at the library in a part-time capacity for about six months and has many skill sets. He is starting a library master's program in August. His move to full-time leaves a part-time vacancy, as does Myndie's leaving in the middle of June. She is just finishing her master's degree and has been hired in Boise. We shall be meeting together soon to decide how to proceed with these vacancies.

EXECUTIVE SESSION: Motion by Sayler, 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: McCrea, Aye; Sweney, Aye; Sayler, Aye; Lysek, Aye; Smart, Aye. Motion carried. The Board entered into Executive Session at 4:30 p.m. Those present were the library board. Matters discussed concerned the director's annual evaluation. The board returned to its regular session at ???. Motion to accept and approve the evaluation, ???

Respectfully submitted,
Susan Thorpe

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