



**Minutes of a Regular Meeting of the
Coeur d'Alene Public Library Board of Trustees
April 27, 2016**

Trustees Present:

Katie Sayler
Fay Sweney
Steve McCrea
Kraig Lysek

Others:

Bette Ammon, director
Cassidee Smidt, student rep
Holly Stetson, foundation manager
Susan Thorpe, youth services manager
Isabel Baratosh, alt. student rep

Call to Order: The meeting was called to order at 4:02 P.M. by Chairman Sweney.

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

Director's report: After a presentation and request to the Art Commission, Bette is pleased to report that the Association will take on a "call to artists" for two functional and decorative bike racks for the library – one in the front and one at parkside. Deanna Goodlander will lead that charge. The Association declined the bookdrop wrap idea but Bette will seek Foundation funding for that. Bette reported on some of the sessions she attended at the Public Library Association conference earlier this month in Denver. Particularly helpful workshops included one on long range planning and another called TV White Space which has potential for the Library. The Board viewed a short explanatory video.

City Council Liaison: The Council is at the beginning of budget planning and looking at adding public safety positions. The Council is also considering a memorial fountain to be built in McKuen Park to honor Officer Greg Moore – paid for by private funds. Kiki is trying to coordinate activities of various committees including Vision 2030. Projects where the library is named as the lead coordinator were discussed and the idea of adding increased public Wi-Fi could potentially be added. She also feels as though the TV White Space concept could serve as a catalyst for partnership with several other local groups.

Friends: The Friends allocated money to pay for the annual volunteer breakfast and money to purchase a new umbrella for LOMPU as well as \$500 to support an adult summer reading program.

Foundation: Tickets are nearly sold out for the Patsy Cline concert on April 29. Holly talked about that successful drive and mentioned the Jess Walter event on June 12 and the Novel Destinations sailing program scheduled on May 13.

Lake City PL. Although the number of surveys turned in was relatively small, they did provide the kind of information we expected. People want morning, afternoon and evening hours and programs for all ages. In the summer the high school janitors work from 6:30am – 3:30 pm. The vice principal is certain we can work out how to lock up the building for library hours after 3:30. The plan is to have two days

with morning hours – probably 9am – 1pm; one day with afternoon and evening hours – potentially 1pm – 7pm; and one day with a noon-4 or 1-5 schedule; closed Fridays. This would increase the current fourteen hours/week to 20 hours/week. Lysek noted that we'd need at least two staff members there after the janitors leave. We plan to have summer reading program participation, at least one program for children and one teen program per week, and some adult programs as well. Signage will be installed soon and we need to mount an aggressive PR campaign to let neighborhood families know the library is there. McCrea asked about hanging a banner announcing the story times. Bette will look into that.

CdA Press digitization project. It appears that the Hagadone Corporation will fund the digitization project. A meeting to finalize details is forthcoming.

Long Range Plan review. Discussion followed on looking at existing goals and objectives with an idea toward combining some and writing new ones. The Board is definitely interested in including an extended public Wi-Fi system as well as working with the heritage and history ideas included in the Vision 2030 plan. These can include the Storycatcher project, CdA Press digitization project, Heritage Wall in Community Room and more. McCrea suggested working on one goal per meeting.

PSA workshop: McCrea will represent the library board at the PSA workshop to be held by CdA TV on May 6.

Personnel: Bette announced that Laura Jenkins is leaving the young adult services coordinator position to take a job in California. Her last day is May 20. The Board expressed their dismay and their good wishes. Laura's excellent work with the creation and development of the teen program here is a lasting legacy. Recruitment for a new coordinator is ongoing.

Preliminary budget: Bette presented the budget noting that she is including an increase in the Dues line – the staff hopes to include subscribing to an online magazine database, Flipster. We're also requesting more money for materials. Nationally, libraries serving a population our size have a \$270,000 materials budget on average. This past year ours was \$140,000 and we're requested \$20,000 more for FY17. Discussion followed on whether or not to ask for additional staffing. Kiki talked about the push to add more public safety officers based on comparisons with like-sized jurisdictions, Coeur d'Alene needs significantly more. Sayler asked Bette to research how our library compares with staff sizes and materials budgets. Agreement followed that we wouldn't ask for additional staff for this fiscal year but will likely request another position for FY18.

Next meeting. Motion to cancel May 25th meeting due to lack of a quorum, Sayler. Second, McCrea. Approved. Next meeting June 22 at 4pm.

EXECUTIVE SESSION: Motion by Sayler, seconded by McCrea 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. Motion carried. The Board entered into Executive Session at 5:30 p.m. Those present were the library director and library board. Matters discussed concerned the director's annual evaluation. The board returned to its regular session at 5:45 p.m. Motion to accept and approve the evaluation, McCrea; second, Lysek. The board recommends the appropriate cola to be added to the director's salary with appreciation for outstanding service. Approved.

Adjournment: Adjourned 5:50 p.m.

Respectfully submitted,
Bette Ammon