



**Minutes of a Regular Meeting of the
Coeur d'Alene Public Library Board of Trustees
January 28, 2015**

Trustees Present:

Katie Saylor
Doug Fagerness
Fay Sweney
Steve McCrea
Ann Smart

Others:

Melissa Searle, Ref & TS Librarian
Kelly Lattin, Foundation
Cassidee Smidt, student rep
Bette Ammon, director

Call to Order: The meeting was called to order at 4:03 P.M. by Chairman Sweney.

Consent Calendar: Question about draft minutes – if changes are made after the first draft is distributed, the monthly board packet minutes will be labeled draft2. Motion to approve consent calendar, McCrea; second, Smart. Approved.

Director's report: Kudos to Christopher from the Board for his involvement with the larger Kaha community. Bette noted that this is a great benefit for CIN. Congratulations also Crystal for her appointment on the Idaho State Library Commissions SPLAT committee. And awe for Laura as the young adult programs and attendance continue to amaze the Board. Bette noted that Laura's leadership of other library programs is galvanizing and appreciated.

Friend: The Friends allocated \$1000 for ebooks.

Library Foundation: Kelly reported that the Foundation Board will be attending their annual retreat on January 29. Their main mission is to decide how the Foundation is moving forward. She'll have more to report at the next meeting.

Director's annual review: New city administrator Jim Hammond, with approval from HR, will not be doing traditional department head evaluations or collecting peer reviews. Bette will continue to have annual evaluations by the Library Board who will be looking at alternate forms.

School/community library exploratory committee. Committee liaisons Steve and Doug reported on the January meeting. There was great representation from the school district including administration, principals, and school librarians. The committee identified three main issues to focus upon: Plant – deciding which school, involving school district maintenance, what infrastructure would need to be added or changed. Operations – technology issues, infrastructure, materials, cost sharing, security. Policy – materials selection, rules, patron behavior, MOU. The next meeting will be at the Kroc Center on February 17 at 3pm.

Personnel update. JD Smithson has been hired as a circulation clerk. Spencer Stiles was also hired as a page.

Policy change request. Library staff recommends eliminating the 25 item limit stipulated in the Loan Periods section of the policy. Only one other library in CIN has limits (two others have limits on the number of videos patrons can check out). In Koha we can limit the number of CdA items a patron can check out but we can't limit the number consortia-wide. Because CdA patrons can place holds on and check out materials from any CIN library, there is essentially no limit. Motion to strike the 25 limit item policy, Saylor; second, Fagerness. Approved.

Idaho Commission for Library Statistics (ICFL). All public libraries in Idaho (and other states as well) submit annual statistics to their state libraries. These are compiled and submitted further to the federal government. A variety of statistics are submitted including circulation numbers, open hours, program attendance, collection size, and more. Bette will create a comparison chart when the state statistics are compiled and published.

Bylaws. Fay is looking at the Board's Bylaws last updated in March 2004. There are a number of potential changes that need to be made so a bylaw committee will begin working on these at a February 11 meeting. Steve, Doug, and Ann will serve on the committee along with Fay and Bette. Fay also called attention to the ICFL's website which provides information on sample bylaws and links to other libraries in Idaho.

Next meeting. February 25, 2015 at 4pm. Agenda items will include the long range plan and alternative evaluation forms.

Adjournment: Adjourned 5:35 p.m.

Respectfully submitted,
Bette Ammon