



**Minutes of a Regular Meeting of the
Coeur d'Alene Public Library Board of Trustees
February 25, 2015**

Trustees Present:

Katie Saylor
Doug Fagerness
Fay Sweney
Steve McCrea
Ann Smart

Others:

Crystal Miller, Circulation manager
Kelly Lattin, Foundation
Cassidee Smidt, student rep
Bette Ammon, director

Call to Order: The meeting was called to order at 4:05 P.M. by Chairman Sweney.

Consent Calendar: Motion to approve consent calendar, Smart; second, Saylor, Approved.

Director's report: Bette noted that she'll be away for four days the following week visiting her mother in Colorado. She also reported on the osprey webcams that were installed this week on the three osprey nests in McEuen Park. The library plans on having a display featuring the link when it becomes available. A question was asked about the exploration of a DVD distribution box similar to Redbox units. At this point the cost is prohibitive at about \$25 - \$30,000. There is a product distributed by Envisionware (our print and time management provider) that is essentially a branch library in a box which would be ideal for remote locations. The cost on that is \$179,000.

Friends: The Friends again allocated \$1000 for ebooks and are providing hospitality for a number of library programs scheduled in the coming months. They are also planning to provide permanent decorations for the two main fireplaces in the library.

Foundation: Kelly spoke about the library foundation board's look at becoming a volunteer-only organization in 2016 with no paid staff. She is currently training foundation board members on office staff duties. Bette and Fay will express the board's concern at the next foundation meeting. The trustees prefer to keep paid staff at the foundation to manage routine foundation business and provide an ongoing professional presence for future gifts/bequests. The foundation is planning several fundraising events this calendar year and will discontinue the ReTool box program in 2016.

Committee chairs report: Fay attended this quarterly meeting last week and reported that the Mayor is in support of no term limits on committee boards.

Library Partners (School/community library committee). At the February meeting, school district director of title programs, Anna Wilson, reported that she contacted two schools in Missoula, MT to ask about the public library services available in their school libraries and received very positive responses. The school district's cabinet identified Lake City High School as the best school in which to locate a branch. All agreed that it's time for short presentations at meetings of the school board, city council, and

library foundation board. These presentations will likely occur in late March or early April. Sub-committees are established as follows: **Technical** (administration, policies, budgets) – Bette and Ann Smart along with Tom, Seth, Anna, and Trina from the school district. **Operations** (furnishings, materials, equipment, scheduling) – Bette and Christopher along with school district personal Bryan, Tom, Paul. **Publicity and outreach** (fundraising, presentations, oversight, liaisons) - Kiki, Steve, Bette, Kelly, Keith Erickson, Laura Rumpler, David Townsend. **Legal** (insurance, etc.) - Steve, Mike Gridley (city of CdA), Mark Lyon. **Kroc Center kiosk** - John, Bette, Steve. The operations committee is scheduled to meet February 26. The next Partners meeting is March 24 at Lake City High School.

Bylaws revision. An amended copy of the bylaws was examined and edited. Motion to approve the amended bylaws subject to approval by the city attorney, Saylor; second, Smart. Approved.

Long range plan revision. Tabled until March meeting.

Code revision request. Proposal from Bette and Fay to request revision of city code (attached). Fay noted that the current code reflects Idaho Code that was in effect in 1981. This referred to public libraries submitting annual reports to the state library. Currently Idaho Code 50-210 requires that "Unless otherwise specifically provided, each such board, commission or committee shall provide its own manner of organizing, but shall maintain such records and make such reports as the mayor and city council may require or request." Motion to approve revised code language subject to approval by the city attorney and city administrator, Saylor; second, McCrea. Approved.

Director evaluation alternative forms. Tabled until March meeting.

Next meeting. March 25, 2015 at 4pm. Ann will participate online.

Adjournment: Adjourned 5:40 p.m.

Respectfully submitted,
Bette Ammon