



**Minutes of a Regular Meeting of the  
Coeur d'Alene Public Library Board of Trustees  
July 22, 2015**

**Trustees Present:**

Katie Sayler  
Fay Sweney  
Doug Fagerness  
Ann Smart

**Others:**

Kiki Miller, council liaison  
Cassidee Smidt, student rep  
Bette Ammon, director  
Bjorn Handeen

**Call to Order:** The meeting was called to order at 4:00 P.M. by Chairman Sweney.

**Public Comment:** Bjorn Handeen attended while his children were at a program.

**Consent Calendar:** Motion to approve consent calendar, Sayler; second, Fagerness, Approved.

**Director's report:** Bette commented on the uptick in gate count, noting that traditionally July has been the busiest month of the years since we've been in the new building.

**City Council Liaison:** Kiki reported on the presentation Bette made to Rotary a few weeks ago on the branch library concept. It was well received although some did wonder how much the effort will cost. Kiki and Bette discussed the budget request which is primarily for personnel. The requested full-time reference clerk would spend up to 20 hours a week at the branch library and would spend the remaining time prepping and assisting where needed. This would be the first full-time position added in over ten years; in the past attrition has allowed reshuffling of personnel to carve out the young adult librarian position and additional part-time hours.

**Friends:** The Friends continue to contribute \$300 monthly to purchase digital audio books. They're also looking at remodeling their bookstore for more shelf space and to place the operator in a position near the door.

**Foundation:** Kelly Lattin will remain on as the office manager until the end of the calendar year. The Foundation received a \$2500 grant from the Coeur d'Alene Tribe for the ReTool program. Katie expressed concern that the recently created job description for the Foundation office manager made no mention of managing and adding to the endowment. The trustees are invited to the Foundation's September meeting where a representative from the Inland NW Community endowment will speak.

**Bylaws revision.** Tabled while Fay and Bette prepare the final version for the August meeting.

**Code revision process.** Approved by City Council at the June 16, 2015 meeting.

**Budget.** Kiki reported on the budget workshop that took place last week. Bette was asked a couple of questions by council and Kiki asked her to elaborate on the full-time position requested. Troy is continuing his work on the budget and will present a version in August where Council will set the high water mark. Bette mentioned that the recent GO Bond passage will include video cameras located on the outside of the library.

**Statistics comparison.** Discussion about how our library compares to city libraries of similar size in Idaho. Third in population among five cities (Lewiston, Twin Falls, Caldwell, and Pocatello), the CdA library ranks 1<sup>st</sup> in circulation, 2<sup>nd</sup> in program attendance, and 4<sup>th</sup> in hours open per week. In other areas – staff size, materials budget, collection size, and door count – we rank 3<sup>rd</sup>. This is a marked improvement from 2004 when we ranked last in circulation and collection size.

**American Library Association conference report.** Bette will distribute and elaborate at the August meeting.

**Next meeting.** August 26, 2015 at 4pm.

**Adjournment:** Adjourned 5:35 p.m.

Respectfully submitted,  
Bette Ammon