



**Minutes of a Regular Meeting of the  
Coeur d'Alene Public Library Board of Trustees  
February 26, 2014**

**Trustees Present:**

Katie Saylor  
Steve McCrea  
Fay Sweney  
Ann Smart  
Doug Fagerness

Others:  
Michelle Nolan, student rep  
Kaity Widmyer, alt. student rep  
Kiki Miller, liaison  
Bette Ammon, director

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

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

**Friends/Foundation:** The Foundation is working on their March 8 concert, the first of several fundraisers planned for the year. Ruth Pratt will be retiring on November 11 and the Foundation board will be developing a plan to hire new leadership. They've asked for input from the CdA Library Board who will be looking at that while reviewing the library's long range plan in March. The Friends allocated up to \$350 to refinish a table for use beside the photocopier that was relocated to the Children's Department.

**Seed saver project:** Doug has been stationed in the library for the past four Tuesday afternoons talking to library patrons about the seed saver project. He found the best spot was a table located in the library entryway. Doug continues to learn more about best practices involving seed saving and distribution, and will be utilizing an old card catalog to store seeds. A master gardener program is scheduled for March 13.

**CdA Press Digitization:** This project continues to be ongoing. Much has been learned about the quality of digital files, how big these files can be (which affects loading time), the quality of the photographs, indexing and searching, and the overall cost of converting microfilm. We've learned that the process will be more expensive than we anticipated and take longer. The CLN library district and NIC library are committed to partnering on this project. Bette will talk to other vendors and compare prices when she attends the Public Library Association next month.

**Student representative:** Michelle commented that she sees teens all over the library and attributes that to the great job that Laura is doing.

**Policy amendment – e-cigarettes:** Motion to approve amended policy as presented, Steve; second, Doug. Discussion centered on including language concerning the 25-foot ban on smoking near the library entrance in the policy and including banning "any delivery system which simulates smoking."

Bette will rewrite (with Steve's assistance) and present a revised amendment at the next board meeting. Motion tabled until March meeting.

**Impact survey:** The library will be hosting a link during the month of April that will allow patrons to anonymously report on how they use library technology. This will help us understand how patrons are interacting with library resources and collect data to demonstrate the value of these services. The link will be on computers in the library, the library website and Facebook account, and be distributed to the Communication Coordinator's email distribution list. Kiki noted that the local newspapers could also include the link at their sites to gather information from people who may not use the library.

**Personnel.** Deputy director Sandy Pratt will be retiring on March 31. Bette has been working on that job description and classification. With support from the Mayor and city administrator Wendy Gabriel, there may be an opportunity to leverage savings into hiring additional library clerks. This would allow us to restore the weekend hours cut when we moved into the new building. This would potentially occur in June.

**Next meeting:** March 26, 2014 at 4 p.m.

**Adjournment:** Motion to adjourn, Smart; second, McCrea. Adjourned 5:15 p.m.

Respectfully submitted,  
Bette Ammon