



**Minutes of a Regular Meeting of the
Coeur d'Alene Public Library Board of Trustees
July 23, 2014**

Trustees Present:

Katie Sayler
Steve McCrea
Fay Sweney

Doug Fagerness
Ann Smart

Others:

Kiki Miller, liaison
Cassidee Smidt, student rep
Ruth Pratt, CdAPL Foundation director
Kelly Lattin, Foundation office manager
Mary Sorenson, Foundation Board
Vicki Roberge, Foundation Board

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

Consent Calendar: Motion to approve Consent Calendar, McCrea. Approved.

Friends/Foundation: There was no Friends meeting in July. Foundation discussion below.

Foundation transition: The Foundation board has been working on hard developing a plan centered on Ruth's retirement in November. Several options have been discussed. The current plan: Employ Kelly Lattin as "Foundation Manager" for up to 25 hours a week to oversee the ongoing programs/activities of the Library Foundation. Job responsibilities to include: managing financial reports, correspondence, website management, board activities and assistance with fundraising as well as special and ongoing projects and programs. Kelly will also attend Trustee meetings, potentially on a quarterly basis. The Foundation board will continue to seek a candidate to fill the part-time executive director's position. The Trustees expressed support and some concern about overworking Kelly. They also discussed the endowment which currently stands at \$112,000. The Trustees encouraged the Foundation to continue building the endowment so that the annual returns would grow. Gratitude and accolades to Ruth Pratt. All acknowledged that the new library would not have been built without her commitment and excellent fundraising skills.

Director's annual review: Tabled until the Chair receives input from the city peer review process.

Long Range Plan review. Tabled until August meeting.

Personnel. Bette introduced the newly hired circulation manager, Crystal Miller. Her start date was July 21. A Spokane native, Crystal recently received her Masters in Library Science from Simmons College. Along with Susan Thorpe and Melissa Searle, Crystal will be reviewing applications for the two new part-time library clerk positions.

Increased weekend hours: After just a few Saturdays with extended hours, the library is seeing a 50% increase in traffic. This increase in service hours is having an excellent public response.

Next meeting: August 27, 2014

Adjournment: Adjourned 5:15 p.m.

Respectfully submitted,
Bette Ammon