

# Minutes of a Regular Meeting of the Coeur d'Alene Public Library Board of Trustees April 18, 2012

**Trustees Present:**

Doug Fagerness  
Steve McCrea  
Katie Saylor  
Fay Sweney

**Others:**

Bette Ammon, director  
Sandy Pratt, deputy director

**Call to Order:** The meeting was called to order at 4:15 P.M. by Vice Chairman McCrea.

**Public Comments:** There were none.

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

**Friends/Foundation:** Bookstore sales are going well. Volunteers there are adjusting to the new arrangement. The Foundation is looking at their annual budgeting process.

**Migration report:** Training on Koha was held last week. All CdAPL staff attended some of the training. All other CIN libraries sent staff as well. The migration is scheduled for April 28-29<sup>th</sup> with the Koha system live the morning of April 30. Christopher is working diligently on hundreds of details along with technical staff from Hayden and Post Falls. The Voyager system continues to be problematic. We learned this week that the main server is failing rapidly and the test server (backup server) no longer exists. While the WIN staff has worked hard to remedy this, the CIN libraries are happy to be off that system soon.

**Personnel information:** After advertising the part-time library clerk position, Human Resources received 91 applications. Those are currently being screened by HR personnel. We'll actually have two openings as of the end of April when longtime clerk Jean Baughman retires. The plan is to have the new hires in place as soon as possible after the system migration.

Katie called the Board's attention to the deputy city administrator's review of Bette's performance. His remarks were positive and specific about how well the library is perceived by patrons.

**Long Range Planning (SWOT):** Doug and Ann have Bette's draft and plan to meet soon to finesse.

**Joint board meeting with Community Library Network Board:** Attending were the CdAPL Board along with John Hartung, CLN Director; Larry Almeida, CLN Administrator for Finance and Facilities; Christopher Brannon, CdAPL Technology Coordinator; John Reading, CLN Trustee; Glen Seely, CLN Trustee; Katie Blank, CLN Trustee; and Michele Veale, CLN Trustee.

**Koha Presentation.** Christopher presented an in depth look at the patron side of the new Koha system. Board members were impressed with the user friendly interface and the new options available to patrons. These include choosing to keep reading histories, placing holds on the first available item, placing multiple holds easily, managing personal accounts, and more. John and Bette recognized Christopher as well as Kari Wilson and Mark Foster from CLN. Their hard work continues to be remarkable. In particular, John praised Christopher for the method he developed to migrate the hundreds of thousands of records. Ex Libris (Voyager vendor) would have charged the consortium \$10,000 to migrate our materials and patron records.

**Overdrive.** This joint venture to provide online e-books and e-audio books has met with overwhelming patron enthusiasm. Collection development responsibilities are divided among staff at both libraries and money is spent carefully. It was noted that the industry itself is in flux and availability of items continues to be sporadic and expensive. While financial contributions are shared between CLN and CdAPL, other libraries in CIN contribute when they can. The statistics are impressive. They are monitored frequently in order to see when large numbers of holds triggers purchasing multiple copies. Hard copy books also continue to be in high demand by patrons as we see by growing circulation numbers.

**Next Meeting:** May 23 at 4 P.M.

**Adjournment:** Motion to adjourn, Fagerness; second, Sweney. Adjourned 6:15 p.m.

Respectfully submitted,  
Bette Ammon