

Minutes of a Regular Meeting of the Coeur d'Alene Public Library Board of Trustees January 24, 2006

Trustees Present: Ann Smart, Chairman
Kathleen Saylor, Vice-Chairman
Kathy Canfield Davis
Steve McCrea
Fay Sweney
Shelley Lloyd Davies

Others Present: Deanna Goodlander, Council Liaison
Bette Ammon, Director
Suzanne Podrabsky, Executive Asst.

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

Consent Calendar: Motion made by Canfield Davis and seconded by Sweney to accept the consent calendar. Motion carried.

Directors Report: The Director explained that PSR (Psychosocial Rehabilitation) counseling has been taking place in area libraries including Coeur d'Alene Public. The counselors have been asked to stop this practice and the Director will follow up by checking with the legal department regarding city ordinances.

Accolades: Chairman Smart gave many kudos to employee David Townsend for all of his extra efforts and dedication during the holiday season. The Santa photos and book sale were a tremendous success and his hard work was truly appreciated.

Building/Design Committee: Subcommittees have been formed to discuss lighting, art and design, etc. The architect is also meeting with an interior designer.

Foundation: The cabinet is changing their focus. They are now targeting a larger number of smaller donations rather than trying to locate a few major donors. They will also begin making presentations around town and in the schools. Both Mayor Bloem and Councilman Goodlander have offered their support and would be willing to visit with people and attend fund raisers.

Bonds: The bonds have not yet been sold but will be soon according to the Finance Director.

Mission Statement: The committee will set a time to meet and begin working on the new draft.

Elections: Motion was made by Canfield Davis and seconded by Sweney to retain the current officers. Some discussion followed concerning stability versus change as well as the length of the term. Motion carried.

ISL Report: The Idaho State Library Annual Report has been submitted for the year. The report summarizes library statistics for the most recent fiscal year.

Behavior Policies: The new policy was reviewed by the legal department and returned with very few changes. Motion was made by Saylor, seconded by McCrea to accept the changes and adopt the new policy. Motion carried.

Record Retention: The City of Coeur d'Alene needs to have a policy in place for each department by December 31, 2006. This policy will identify what records are defined as permanent, semi-permanent or temporary. The Director will check to see if other area libraries have similar policies.

PLA: The Director will be attending the Public Library Association conference held in Boston. She and other area Directors will be speaking with vendors in hopes of gaining group deals.

Other: The Board enjoyed the article included in the packet titled Power Users from the December 2005 issue of Library Journal.

February Board Meeting: The February board meeting will be held on the 28th at 4:00 P.M. in the Mayor's office.

Adjournment: Motion made by Canfield Davis and seconded by Sweney to adjourn the meeting at 5:25 P.M.

Respectively Submitted

Suzanne Podrabsky
Executive Assistant