



Minutes of a Regular Meeting of the Coeur d'Alene Public Library Board of Trustees

August 27th, 2025

Meeting held in Library Community Room

Trustees Present:

Jim Windisch, Board Chair
Ruth Pratt, Board Member
Melisa Carper Bell, Board Member
Katie Sayler, Board Member

Others:

Holly Stetson, Library Foundation Manager
Elizabeth Westenburg, Library Director
Evan Lantzy, Librarian

Call to Order: The meeting was called to order by Board Chair Jim Windisch **at 3:03 pm.**

Consent Calendar: Katie Sayler made a motion to approve. Ruth Pratt seconded. Discussion about office supplies being negative- Some reimbursements were coming still from Friends/Foundation. Cost increases and some larger purchases for items that needed to be replaced so won't be purchased again next year. Question and clarification on Outreach programming and changes to program. Motion carried and consent calendar approved.

Director's report: Welcome to Evan Lantzy, new Librarian and manager. Discussion about the ALA Conference in June and the content as well as highlights. Elizabeth spoke on JD's role in making sure language is positive and not sharing opinions with patrons when it comes to current issues or library changes. Request for staff to receive de-escalation and safety training. It has been on a list to look in to since Friends has also requested. Staff Day will be about Selling Your Library and customer service training.

City Council Representative: Not Present

Student Representative: Open Position

Friends: Katie shared about the meeting she attended to talk about some of the process needs and suggested that they change their bylaws to have term limits. Elizabeth will suggest a committee of the Friends to update. They have created a process for donated materials and their secretary, Jen has started a newsletter to inform all Friends of updates and information. Shirts are for sell- \$15.

Foundation: Holly Stetson spoke on the event with David Kilmer- great turn out of 125. The calendars are selling well. Plans to put out at some other events/during Banned Books Week. Next event is Marlo Faulkner on September 12th. Reminder for Mudgey and Millie in December- scheduled for the 6th.

Unfinished business

New Business

Library Loan and Card policy. Motion from Melisa Bell to approve with some edits made. Ruth Seconded. Temporary cards need to be added to the approved policy. \$30 fee was clarified and needs to be changed in Dissolution handout and *not* the policy. Motion carries and updates will be made.

Friends of Library proposal- Board likes the direction and clear goals to create a book for guidelines that staff and Friends can use. Donations under \$100 goes to Friends and needs to be put in the book/website.

InlandShare Library Group Joint Powers Agreement. Ruth motioned to approve. Katie seconded. No discussion and motion carries. Jim signed attestation to give to InlandShare chair.

Request to open late on September 30th for an all staff meeting with the InlandShare Library Group. Systems will be down for migration anyways. Melisa moved to approve. Ruth seconded. No discussion. Motion carries.

Jim asked to move to executive session to discussion review of Director process.

Melisa moved to end Executive session and end Board meeting, Katie seconded. All approved.

Next regular meeting, **September 24th** at 4:00 p.m. in the Library Community Room.

Adjourned at 4:28 pm.

Respectfully submitted,
Elizabeth Westenburg