



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

**September 24 , 2025**

Meeting held in Library Community Room

**Trustees Present:**

Jim Windisch, Board Chair

Melisa Carper Bell, Board Member

Katie Sayler, Board Member

**Others:**

Dan English, Council Liaison

Holly Stetson, Library Foundation Manager

Elizabeth Westenburg, Library Director

Sharalee Howard, Librarian

Judy Edwards, Friends of the Library President

**Call to Order:** The meeting was called to order by Board Chair Jim Windisch **at 4:00 pm.**

**Consent Calendar:** Katie moved to approve the consent calendar. Melisa seconded. No discussion. Motion carried.

**Director's report:** Discussion on programming, community art project, and new furniture (thank you Foundation!)

**City Council Representative:**

**Student Representative:** Open Position

**Friends:** Judy Edwards joined us and shared some information about being on the Friends and her time in Idaho. Friends will be doing minimal decoration for Christmas and are preparing for the large book sale in December. Discussion on store sales and volunteers.

**Foundation:** Earned \$726 from an event at Vantage Point with Chris Whitaker. Over 400 calendars sold. Larry Running donated \$10,000 and is looking for community matching.

**Unfinished business**

**New Business**

Dates for holidays reviewed based on city dates and then library additions.

Veteran's Day November 11, 2025

**Day before Thanksgiving early close Nov 26, 5 pm**

Thanksgiving November 27-28

Christmas Eve December 24

702 E. Front Ave. Coeur d'Alene, ID 83814 | 208-769-2315 | [cdalibrary.org](http://cdalibrary.org)

Library Hours: Monday – Friday 9 a.m. to 7 p.m., Saturday 10 a.m. to 5 p.m., Sunday 12 p.m. to 5 p.m.

Board of Trustee Agendas & Minutes: [cdalibrary.org/about/board-of-trustees/](http://cdalibrary.org/about/board-of-trustees/)

Christmas December 25

**NYE early close, December 31, 5 pm**

New Year's Day, January 1, 2026

Martin Luther King Jr/Human Rights Day January 19

Presidents Day, February 16th

**Easter, April 5**

**Memorial Day Sunday, May 24**

Memorial Day, May 25

Independence Day, July 3

**Independence Day, July 4th**

**Labor Day Sunday, September 6th**

Labor Day, September 7th

**Staff Day, October 12**

Katie moved to approve. Melissa seconded. No discussion and motion carried.

No updates to the Policy- art exhibit and social media. Updated with review date.

Jim moved to convene to executive session. Roll call to move in to executive session- all said yes.

Exited executive session at 5:53 pm.

Next regular meeting, **October 22nd** at 4:00 p.m. in the Library Community Room.

**Adjourned at 6:00 pm.**

Respectfully submitted,  
Elizabeth Westenburg