

Community Library Network
Board of Trustees Special Meeting Minutes
July 8, 2019
Hayden Library

We Empower Discovery

Trustees present: Katie Blank, Bob Fish, Regina McCrea, Judy Meyer, Michele Veale
Staff present: John Hartung, Anne Abrams, Rebecca Melton, Janelle Sells

Call to order: The meeting was called to order at 3:04 p.m. by Katie Blank, Chair

Roll call: Katie Blank, Bob Fish, Regina McCrea, Judy Meyer, Michele Veale

Budget discussion:

Salaries: Blank introduced the salary discussion by reminding trustees that Idaho code assigns the responsibility of setting staff compensation to the Board.

The Director discussed the two salary budgets presented most recently, one with paid time off (PTO) for 31 PERSI level staff (proposal "B") and one without (proposal "A"). Because PTO would add an additional \$100,000 annually to the salary line, his recommendation is to work with budget proposal "A".

Meyer asked how the District can retain good people and wondered if we could gather additional information from other libraries about staff structure and compensation. Blank agreed that these are good questions, but we do not have the money to pay more and our timeline is tight.

Fish would like to know what percentage of the Spokane County Library District budget is paid for salaries. The Director said he would ask for that percentage.

McCrea voiced concern about both budget proposals and would like to see salary costs come down. She suggested the Board should have been asked to approve the merit increase percentage and the new positions included in the salary budget. She would also like a more detailed breakdown of the costs for salary adjustments, extra hours and merit increases.

Veale suggested we could formalize a three-year plan to include other adjustments or raises if we don't have the money to make all the changes this year. She also indicated her willingness to accept the salary budget proposal "A" as presented.

Blank reminded trustees that the budget deficit could be made up from other lines in the budget. Fish said he is not concerned about the \$6000 budget deficit and thinks the increase in staff expenses is necessary. He does object to the way telecom expenses are budgeted.

Blank requested that staff prepare a list of staff budget increases to include the extra hours requested, the impacts of the proposed \$.50 and 0-3% raises and the adjustments. After considering that list, the Board will need to consider the rest of the budget at the regular meeting in Harrison.

The Director mentioned that there are deadlines that must be met for publication of the budget (July 29, 2019 for the August 8, 2019 budget hearing) and approving the budget (no later than August 30, 2019).

Agenda discussion and requests:

None

Set Special and regular meeting dates:

Meyer and McCrea are not available on August 15th for the regular meeting. Blank asked if the Board would like to schedule another special meeting. Director suggested that the special meeting to set the budget for publication may give the Board enough time to finalize the budget discussion, so another meeting was not scheduled. Meyer explained the travel timeline for the Harrison meeting boat trip. She asked trustees to be at the boat dock by 12:30 p.m. on July 18.

Meeting review:

None

Executive Session: IC 74-206 1 (b) Evaluation of personnel: action item

None

Adjournment: action item

The meeting was adjourned at 5:02 p.m.

M, C, Meyer

Respectfully submitted,

John Hartung, Rebecca Melton

Calendar of events:

Jul 18:	2 - 5	Harrison	regular meeting
Jul 25:	2 - 4	Post Falls	special meeting
Aug 8:	6	Post Falls	budget hearing
Aug 15:	2 - 5	Hayden	regular meeting
Aug 22:	6	Post Falls	special meeting
Sep 19:	2 - 5	Pinehurst	regular meeting

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