

**Community Library Network  
Board of Trustees Special Meeting Minutes  
September 24, 2020  
Post Falls Library**

**We Empower Discovery**

**Trustees present:** Katie Blank, Bob Fish, Regina McCrea, Judy Meyer

**Staff present:** John Hartung, Rebecca Melton, Janelle Sells

**Call to order:** The meeting was called to order at 2:06 p.m. by Katie Blank, Chair

**Roll call:** Katie Blank, Bob Fish, Regina McCrea, Judy Meyer; Michele Veale was absent

**FY 2021 budget: adding to CARRF from Q1+: action item:**

Staff proposed an increase in the amount to be transferred to CARRF on September 30, 2020, from \$20,000 to \$120,000. That amount represents an additional \$100,000 from Q1+ to be added to the \$20,000 already budgeted. Additional money for CARRF could be transferred when budget is opened again, possibly in October or November.

Motion to transfer extra \$100,000 from Q1+ to CARRF on September 30, 2020.

M, C, Fish

**Succession planning:**

Executive Session: IC 74-206 1 (a) Hiring a public officer: action item

No executive session

**Succession planning: action item**

Blank emailed June Garcia to let her know that her contract to be the director search consultant will be considered today and the Board will discuss next steps for recruitment. Garcia believes the prospects for a good applicant pool are strong.

McCrea thinks the contract presented by Garcia is good and likes the way the milestones are broken down for payment. McCrea requested clarification on the section about discrimination that results in the new director leaving the job and questioned why there are two “libraries” in that paragraph.

Board discussed the process outlined in the contract and the interview process and likes the efficiency outlined.

The question was raised about who gives direction to Garcia. That person should be the Board chair, Katherine T. Blank.

Blank will receive clarification on the timing of the site visits and the reasons listed for the director leaving

**Recruitment consultant contract: action item**

Motion to enter into recruitment consultant contract with June Garcia as of 9/24/2020

M, C, McCrea

Board took a break at 3:08

Board reconvened at 3:16

The Board considered the timeline proposed by Garcia for the director recruitment process. Meyer requested the material used for first recruitment round be sent out to the Board again.

At least one meeting to identify knowledge, skills and abilities wanted for a library director will be needed. Garcia will also conduct staff focus groups.  
The Board identified October 1, 2020, 2:00-4:00 p.m., or 1:00-3:00 p.m. on October 8, 2020 as special meeting dates and times, if needed. Either an electronic or mailed version of board packet will be sent.

**Community announcements:**

None

**Agenda discussion and requests:**

None

**Set Special and regular meeting dates: action item**

The October 15, 2020 regular meeting will be held 2:00-5:00 p.m. at Post Falls

**Meeting review:**

None

**Adjournment: action item**

The meeting was adjourned at 3:52

M, C, Fish

Respectfully submitted,  
John Hartung, Rebecca Melton

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**Calendar of events:**

Oct 15: 2-5 Post Falls regular meeting

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Phone: 208-773-1506 ext. 329

Email: ADAcoordinator@communitylibrary.net

The Community Library Network does not discriminate on the basis of disability in its programs, services, activities or employment practices. The Library Network has a policy on ADA compliance and the complete policy is available for review upon request. In addition, a grievance procedure is available to resolve complaints. If you need this notice in large print or Braille, let us know.