

Community Library Network
Board of Trustees Regular Meeting Minutes
July 18, 2019
Harrison 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, Dorothy Blackmore

Call to order: The meeting was called to order at 2:01 by Katie Blank, Chair

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

Public comment:

None

Harrison Library Annual Report: Dorothy Blackmore

Dorothy and the Board introduced themselves. Dorothy began by saying she has been the Harrison manager for 15 years. When she started, annual circulation was 9,000. Now it is 24,000 a year. She is delighted to have children again in Harrison with more expected soon. This year, the Harrison Library has sponsored weekly afterschool programs, visits to schools, a book club, the Wednesday Bunch, Going to Seed, and Readopoly.

The population in town has not changed much (right around 200) but now Harrison is a tourist destination with half of the houses empty during part of the year. Dorothy related how the Crane Historical Society provided photographs of historical Harrison with pictures of the old mill, school, churches and stores. The Harrison Library was established in 1912 with Mrs. Murray serving as the first librarian. In 1917, a big fire burned most of the town.

The Harrison Library will be remodeled in August. Dorothy explained that the construction will provide more workspace and windows that will look onto the lake. The building will also be complete rewired with more outlets and data ports. Dorothy loves her job!

Dorothy left the meeting at 2:20.

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

The board voted to go into executive session per IC 74-206 1 (b) evaluation of personnel at 2:21 pm. M, C, McCrea.

Blank	Aye
Fish	Aye
McCrea	Aye
Meyer	Aye
Veale	Aye

The board voted to come out of executive session per IC 74-206 1 (b) evaluation of personnel at 3:01 pm. M, C, Meyer.

Blank	Aye
Fish	Aye
McCrea	Aye
Meyer	Aye
Veale	Aye

Consent agenda: action item

Minutes of the regular meeting of June 20, 2019:

- McCrea requested that her name be added on page 2 under Election of officers to read: “Blank, Veale and McCrea are comfortable retaining their positions.”
- Under Budget items the following changes were suggested: “Blank reminded the Board that staff reported that low pay and lack of benefits may be reasons why the District lost so many employees this past year. Blank also remembers when salary adjustments were necessary to equalize pay when the District consolidated with Post Falls.”

Minutes of the special meeting of June 27, 2019

Minutes of the special meeting of July 8, 2019

CIN minutes June 19, 2019

Community Library Reports June 2019

Youth Services Reports June 2019

Cooperative Information Network June 2019 financial statements

The Board accepted the consent agenda with changes to the minutes of June 20, 2019 as listed above

M, C, Veale

Community Library June 2019 financial statements: action item

The Board asked about the source of reimbursement for Futures Camp attended by five District employees. Staff will include the source of reimbursement (Idaho Commission for Libraries) and strike the extra “and”

The Board accepted the June financial statements with the changes noted above

M, C, Veale

Circulation statistics: June 2019

The Board and staff discussed that circulation no longer seems to be trending downward.

Director’s report: update on Strategic Questions goals (new 2019-20 goals)

The Board acknowledged the positive partnership with the Coeur d’Alene School District’s Summer Plus program and the Outreach Library.

Budget items:

Fourth draft of 2020 budget

Fish shared a spreadsheet he prepared with a comparison of budget years including the proposed 2020 budget draft. He sees that salaries are remaining steady, but benefits are increasing. He also would like to have additional money put back into collections and databases and would like to have the internet access and telecom lines reflect the expected e-rate reimbursement.

The Board took a break at 3:38.

The Board reconvened at 3:54.

McCrea said she could not see where the proposed 50 cent increases and adjustments are. For future budgets, she would like to have salary increases explained better. Salary ranges have increased also, and she does not support the increases in ranges. She also said she has trouble with the lack of increases in capital and facilities spending.

Blank said that the Board could approve this budget and then look at changing the salary ranges.

The Director said a new budget draft would be presented for the special meeting on July 25, 2019.

Approval for ADA notification revision: action item

The Board approved Board Draft 6-20-19

M, C, McCrea

Debrief of meeting of June 27: Megan Hudson recommendations

Megan Hudson's recommendations have been emailed to Blank to be sent to the Board.

Closure of Spirit Lake Library for collection re-location: action item

The Board approved closing the Spirit Lake Library on Friday and Saturday August 16 and 17, 2019

M, C, Fish

Facilities report and discussion:

Staff mentioned that Harrison may need to close during construction in August. A request for closure will be included on the agenda for July 25, 2019.

Report on ADA transition plan: None

New facilities discussion: None

Legislative updates:

None

Community announcements:

Meyer announced that the annual North Idaho Distinguished Humanities dinner will be October 25th at the Coeur d'Alene Resort. Pulitzer Prize winner writer Viet Thanh Nguyen will be the presenter.

Agenda discussion and requests:

None

Set Special and regular meeting dates:

Blank reminded the Board that setting the budget hearing prior to the regular August meeting and setting the approval meeting one week after the regular meeting was designed to give the public time to comment and the board time to consider comments. The meetings on August 8 and 22 are special budget meetings at Post Falls. The meeting on the 15th at Hayden is the regular August meeting.

Meeting review:

None

Adjournment: action item

The meeting was adjourned at 4:58

M, C, Veale

Respectfully submitted,
John Hartung and Rebecca Melton

Calendar of events:

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
Oct 10:	all day	Hayden	all-staff day
Oct 15:	2 - 5	Post Falls	regular meeting