

Lewiston City Library
Library Board of Trustees
Regular Meeting | January 18, 2023
Community Room

1. Call to Order: Meeting was called to order at 5:48 PM by Chair Diana Ames
Trustees Present: Diana Ames, Trisha Decker by Zoom, Josh Brown, Andy Hanson
Trustees Absent: Rebecca Snodgrass
Councilor Liaison: Rick Tousley
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino and Lead Assistant Rozanna Schultz
2. Recognition of Visitors
 - a. Katie Hollingshead - Historic Preservation Staff Liaison and City of Lewiston Employee
 - b. Dennis Ohrtman, Lewiston Library Foundation Chair by Zoom
3. Approval of additions and deletions to agenda, if any - None
4. Public Comment and correspondence
 - a. Correspondence from patrons in appreciation of staff was presented to the board of trustees. L. Johnson also informed the board of an upcoming visit from a German journalist who is writing a piece on the current climate in libraries in the US for Die Zeit, a national German weekly newspaper.
5. City of Lewiston Council Report
 - a. R. Tousley provided an update on the water situation. He also discussed the rezoning area in the downtown area. Councilor Tousley concluded his report by discussing the comprehensive plan rewrite, an update to the version written twenty years ago.
6. Library Foundation Report
 - a. Library Foundation President Dennis Ohrtman reported that there is excitement for a Library Foundation gala. The Foundation is hoping to sell all tickets for the upcoming gala. He concluded that the Foundation is in support of the purchase of the shelves for the library building.
7. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings: December 7 & December 14, 2022
 - b. Review of statistical report
 - c. Approval of statement of expenses
 - i. Dr. Andy Hanson moved to approve the consent agenda and Josh Brown seconded. All in favor. Motion passed.
8. Committee Reports
 - a. Art Committee

- i. L. Johnson reported that she met with the Crawfords and renewed the loan agreements for three more years.

9. Director's Report

- a. Introduction of Staff Member
 - i. L. Johnson introduced Zanna Schultz, a new Lead Library Assistant and Volunteer Coordinator. Z. Schultz provided some background information about herself to the board members.
- b. Grants
 - i. The bookmobile grant has been completed and L. Johnson has reported that she received confirmation from ICFL that the grant has been finalized and confirmed. L. Johnson also discussed an upcoming building grant announcement.
- c. Staffing
 - i. Lynn congratulated B. Alvino for winning a PRIDE award during the City Christmas party and informed the board of an update to a recent staff hire.
- d. Donations
 - i. L. Johnson shared that the library has received \$550 from various people in memory of Dr. J. Hogan, a local dentist, and long time patron who recently passed away.
 - ii. L. Johnson also reported that the library received a donation from J & A Cadez.
- e. Title 74 Training
 - i. L. Johnson reminded the board of upcoming Title 74 training in case anyone still has not completed this training.

10. Unfinished Business

- a. Historic Preservation Commission Plaque Project - K Hollingshead
 - i. K. Hollingshead, staff liaison for the Historic Preservation Commission, reported that the plaque project is meant to place plaques on historic downtown buildings, including the library, which will contain a QR code and other information about the history of the building. Hollingshead reported that this would happen in May and that there may be a celebration around the placement of the plaques.
- b. Purchase of Mobile Shelving from Southwest Solutions - Action Item
 - i. Andy Hanson moved to purchase the mobile shelving per recommendation of the Director based on the quote in the amount of \$29,675 provided by Dean Smith at Southwest Solutions and Josh Brown seconded. All in favor. Motion passed.
- c. Request of Funds from Library Foundation for Shelving - Action Item
 - i. Andy Hanson moved to request \$20,000 from the Lewiston Library Foundation for the shelving and the funds be deposited to the trust account then consequently moved to the capital cash account and Trisha Decker seconded. All in favor. Motion passed.
- d. Items moved from the consent agenda - Action Item
 - i. None

11. New Business

- a. 10th Anniversary Celebration - Action Item
 - i. Andy Hanson moved to create a 10 year celebration ad hoc planning committee and Josh Brown seconded. All in favor. Motion passed.
- b. Strategic Plan Review and Update
 - i. The Board and Director L. Johnson reviewed the strategic plan updated last spring. L. Johnson asked for feedback from the Board to be included in the upcoming February 2023 strategic plan revision.

12. Schedule of Upcoming Meetings

- a. Regular Meeting: February 15, 2023
- b. Regular Meeting: March 15, 2023

13. Adjournment

- a. The meeting was adjourned at 7:05 PM
 - i. Trisha motioned to adjourn.