

Lewiston City Library
Library Board of Trustees
Regular Meeting | April 20, 2022
Community Room

1. Call to Order: Meeting was called to order at 5:30 pm by Diana Ames
Trustees Present: Diana Ames, Josh Brown, Trisha Decker
Trustees Absent: Dr. Andy Hanson
Councilor Liaison: Rick Tousley
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino,
Library Assistants Emma Schneider and Victoria St. Paul
2. Recognition of Visitors
 - a. Rick Tousley - City Council Liaison
 - b. Emma Schneider - Lewiston Library Assistant
 - c. Victoria St. Paul - Lewiston Library Assistant
3. Approval of additions and deletions to agenda, if any - None
4. Public Comment and correspondence
 - a. L. Johnson shared the exit interview from former Adult Services Librarian B. Olmstead.
 - b. L. Johnson shared a card from the Idaho Community Foundation President, Steve Burns, who recently met with former board member P. Howard and L. Johnson and toured the library.
 - c. Thank you card to be sent to T. Maddock was shared.
5. City of Lewiston Council Report
 - a. Rick Tousley reported updates from the City Council. He included that the cost of the fire department building has gone up from original estimates. He included updates on stormwater policy and fees discussion. He included that there is still time for citizens to provide input about how council members elections take place. Councilor Tousley told the Board that they recently had the open house on the preservation or removal the of lower Snake River dams. He also provided information on upcoming meeting agenda topics related to the community center roofing bid confirmation and community park funding. He concluded his report by noting upcoming city budget sessions.
6. Library Foundation Report
 - a. M. Creason was not in attendance but L. Johnson mentioned that the Foundation is still looking for members and they will have a Foundation retreat next week.
7. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings: March 16, 2022
 - b. Review of Statistical Report
 - c. Approval of Statement of Expenses
 - i. Trisha Decker motioned to approve the consent agenda as presented and Josh Brown seconded. All in favor. Motion passed.

8. Committee Reports

- a. None

9. Director's Report

a. Introduction of Staff Member

- i. Lynn Johnson introduced Victoria St. Paul and Emma Schneider as the newest 24 hour a week library assistants. The board asked questions as to how their experiences have been so far and what they think could be done to improve the library.

b. Outreach Vehicle Update

- i. L. Johnson delivered updates related to the bookmobile, when it may be delivered and the status of equipment to be installed.

c. Staffing Update

- i. L. Johnson reported that there will be interviews for the open page position tomorrow. She did include that we have received applications for the Adult Services position and that job is still open for now.

10. Unfinished Business

a. Fire Monitoring Contract

- i. L. Johnson provided an update on Moon Security and the current status of the new vendor.

b. Items Moved from Consent Agenda - Action Item

- i. None

11. New Business

a. South Side Trim Repair - Action Item

- i. L. Johnson reported that there is trim that is loose so she spoke with Steve Lee, facilities carpenter who recommended replacing it or fixing it. She noted there was broken trim around a northwest side door too. The project would also include painting the awning.

1. Trisha Decker motioned to approve the Director to pursue bids on the southside trim repair project and Josh Brown seconded the motion. All in favor. Motion passed.

b. FY 2023 Budget Considerations

- i. L. Johnson let the Board know that IT and Fleet are expecting price increases. L. Johnson has noted ILL has been going up. She also included that public internet costs like Ednetics and Fatbeam are increasing. She noted that travel & training will be getting revised due to increases in travel costs although library staff have been taking advantage of hybrid options now that conferences offer it. Lynn Johnson reported that the Mayor challenged departments to hold back 2% of their operating budget which she will begin reviewing in light of the increases we have been made aware of and the addition of the bookmobile.

c. All Staff Professional Development Day Request - Action Item

- i. L. Johnson requested from the Board to close on May 25 for an all day professional staff training due to the previous half day training sessions being difficult to manage while also opening for patrons.

1. Trisha Decker motioned to approve an all staff day professional development on May 25, 2022 and Josh Brown seconded the motion. All in favor. Motion passed.

12. Schedule of Upcoming Meetings

- a. Regular Meeting: May 18, 2022
- b. Regular Meeting: June 15, 2022

13. Adjournment

- a. The meeting was adjourned at 6:47 PM