

Lewiston City Library
Library Board of Trustees
Regular Meeting | June 15, 2022
Community Room

1. Call to Order: Meeting was called to order at 5:37 pm by Diana Ames
Trustees Present: Diana Ames, Andy Hanson, Josh Brown, Trisha Decker
Trustees Absent: None
Councilor Liaison Absent: Rick Tousley
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino, Summer Associates Shea Sweley and Ysabelle Movius
2. Recognition of Visitors
 - a. Shea Sweley - Summer Associate
 - b. Ysabelle Movius - Summer Associate
3. Approval of additions and deletions to agenda, if any - None
4. Public Comment and correspondence
 - a. The library received thank you cards from schools who participated in Genre Quest and a thank you card from Rachel, adult winner for the Reading Mother challenge and former staff member.
 - b. L. Johnson included two thank you cards from groups who used our meeting rooms and appreciated the assistance of Bruno Alvino and Alex Scalise.
5. City of Lewiston Council Report - None
6. Library Foundation Report
 - a. D. Ames asked if a board member would like to participate in future Foundation meetings. D. Ames will be joining in the future.
7. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings: May 18, 2022
 - b. Review of Statistical Report
 - c. Approval of Statement of Expenses
 - i. Andy Hanson moved to approve the consent agenda and Trisha Decker seconded All in favor. Motion passed.
8. Committee Reports
 - a. Art Committee
 - i. The committee has not met since B. Olmstead left the library. L. Johnson proposed a July 21 meeting for the art committee to meet and will begin discussing the October Art Walk in upcoming months. D. Ames asked if there is anyone else interested in joining the committee to please let her and Lynn know.
9. Director's Report
 - a. Appointment of Adult & Outreach Services Librarian

- i. L. Johnson reported that the new librarian will join us mid July and his focus will be on the bookmobile launch.
- b. Introduction of Staff Members
 - i. L. Johnson introduced Ysabelle Movious and Shea Sweley who are the Summer Associates, or seasonal staff, for this summer to the library board.
- c. Outreach Vehicle Update
 - i. L. Johnson reported that the bookmobile was taken to Spokane for the liftgate installation and is now at the city fleet shop for the Cradlepoint and shelving installation. She included that next week the bookmobile will be taken to get a quote for an electrical awning, exterior lighting and solar charging system.
 - ii. It was mentioned that a fire extinguisher will be purchased for the vehicle.
- d. Building Maintenance Projects Update
 - i. L. Johnson reported that the HVAC crew has completed their ductwork cleaning of the library building. Extra cleaning needed resulted in an additional expense.
 - ii. Mayor Johnson has proposed a contract for janitorial duties at the library rather than replacing the custodial position as the library open hours differ from other city office buildings. The facilities department would cover the cost of the contract. Quotes are currently being sought by the facilities department to review.
 - iii. L. Johnson provided an update regarding the Rooftop Access door and a recent electrical issue.
- e. Mural Update
 - i. L. Johnson described the mural project discussed in 2020 and the possibility of placing a mural on the library wall in the future. She informed the board that other options are being considered besides the library. An agreement for the potential ownership and maintenance of the work was also mentioned for future consideration if a mural were to be added to the building.

10. Unfinished Business

- a. Budget Presentation to City Council
 - i. L. Johnson discussed the proposed budget numbers with the Board of Trustees and that she will be presenting the numbers to the City Council on the 27th. She went over each line item in the operating budget in comparison to the 2022 budget and the pie chart that will be shared with Council.
- b. Items Moved from Consent Agenda - Action Item
 - i. None

11. New Business

- a. Public Internet Support Annual Contract Approval - Action Item
 - i. L. Johnson discussed the history with the use of e-rate and informed the board of a change from monthly invoicing to annual invoicing by our managed broadband vendors.

1. Trisha Decker moved to approve the internet support annual contract with Ednetics for \$8,900 and Josh Brown seconded. All in favor. Motion passed.

12. Schedule of Upcoming Meetings

- a. Regular Meeting: July 20, 2022
- b. Regular Meeting: August 17, 2022

13. Adjournment

- a. The meeting was adjourned at 7:16 PM