

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

1. Call to Order: Meeting was called to order at 5:35pm by Diana Ames
Trustees Present: Chair Diana Ames, Andy Hanson, Rebecca Snoddgrass, Trisha Decker via Zoom
Trustees Absent: Josh Brown
Councilor Liaison Absent: Rick Tousley
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino, Youth Services Librarian Colleen Olive
2. Recognition of Visitors
 - a. Colleen Olive - Youth Services Librarian
3. Approval of additions and deletions to agenda, if any - None
4. Public Comment and correspondence
 - a. Diana Ames commented on a positive LC Valley Reviews post she had seen on social media
5. City of Lewiston Council Report - None
6. Library Foundation Report
 - a. M. Creason was not in attendance. Diana Ames reported that there was a good turnout at their meet and greet with reported interest in joining the Foundation.
7. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings: June 15, 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. Diana Ames reported that the art committee will be meeting the following week and they will begin planning for the October Art Walk event.
9. Director's Report
 - a. Summer Reading Update by C Olive, Youth Services Librarian
 - i. A SRP report was provided by Colleen Olive, Youth Services Librarian, to the Library Board including statistics on participation, volunteers and events.
 - b. Staffing Update
 - i. Brad Glover, the new Adult Services Librarian, has started and is in the building. Rebecca Hardin, has moved on from the library and Alex Scalise will be adding

the Volunteer Coordinator duties to her position as Lead Assistant. A library assistant has resigned from their 24 hour library assistant position. Our library page will be moving on at the end of the month.

- c. Outreach Vehicle Update
 - i. The outreach services vehicle has had the wrap installed and is now in the garage awaiting installation of the awning, technology, liner and shelving.
- d. Patron On-site Usage Data
 - i. Director L. Johnson presented the data related to the people counter data from January - March and April - June. She reported she will follow up with more numbers in December.
- e. Building Maintenance & Janitorial Update
 - i. L. Johnson reported that the city has received a quote for cleaning the building. After meeting with the Mayor, Facilities Supervisor, and Parks & Rec Director, the City will be moving forward with a plan of contracting cleaning services instead of a full time building custodian for the building.
- f. FY2023 Budget Hearing Schedule
 - i. L. Johnson informed the board of the upcoming budget hearing dates.

10. Unfinished Business

- a. Reappointment Process for Board & Commission Positions
 - i. L. Johnson provided an update on upcoming possible changes to city policy in regards to renewal of board & commission positions.
- b. Items Moved from Consent Agenda - Action Item
 - i. None

11. New Business

- a. Meeting Space Usage Policy Discussion
 - 1. L. Johnson reported that after passage of House Bill 566, political parties are now allowed to use public spaces. She will bring forward the comments made by the board to the City Attorney's office in order for updates to the policy to be made.

12. Schedule of Upcoming Meetings

- a. Regular Meeting: August 17, 2022
- b. Regular Meeting: September 21, 2022

13. Adjournment

- a. The meeting was adjourned at 7:01 PM