

Lewiston City Library
Library Board of Trustees
Regular Meeting | July 21, 2021
Event Space

1. Call to Order: Meeting was called to order at 5:04 pm by Dr. Andy Hanson
Trustees Present: Dr. Andy Hanson, Diana Ames, Dani Hayes
Trustees Absent: Pam Howard
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino,
Lead Library Assistant Brittany Blackwill, Library Assistant Gabby Hardie
Councilor Liaison: Bob Blakey
2. Recognition of Visitors
 - a. Marsha Creason - Lewiston Library Foundation President
 - b. Bob Blakey - City Council Liaison
 - c. Trisha Decker - Library Board Candidate
3. Approval of additions and deletions to agenda, if any - none
4. Public Comment and correspondence
 - a. L. Johnson reported that a Library patron has reportedly passed away and a donation was given to the Library from his family.
5. City of Lewiston Council Report - B. Blakey reported that the library budget presentation recently took place and he does not expect to see any roadblocks in the budget approval process. He described how the City of Lewiston budget includes many departments that in other cities in our state are handled by various taxing districts.
6. Library Foundation Report
 - a. M. Creason reported that the Foundation is busy trying to complete the Rooftop Gallery and Performance Center and are still working on the final punch list. M. Creason noted that there is one final payment due for the Rooftop Gallery project. She included that the Foundation is still continuing to sell tickets for the Gala that will be on October 3. M. Creason reported that the Foundation has recently sold more tiles.
7. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings: June 16, 2021
 - b. Review of Statistical Report
 - c. Approval of Statement of Expenses
 - i. Dani Hayes moved to approve the consent agenda as listed and Diana Ames seconded. All in favor. Motion passed.
8. Committee Reports
 - a. Lynn and D. Ames reported that art from artist Sean Cassidy has been placed around the library. L. Johnson included that Ray Esparzen and Linda Scott attended the Art Committee meeting.

9. Director's Report

- a. Staff Member Introduction
 - i. Brittany Blackwill and Gabby Hardie introduced themselves to the Board of Trustees and answered a few questions.
- b. Grants Update
 - i. L. Johnson reported that the ICFL / IMLS grant check for \$125,000 has been received and deposited at City Hall which will fund the outreach services vehicle grant. Requests for quotes have been made of several local vendors for the vehicle to be modified.
 - ii. L. Johnson reported that the Library has been awarded a \$2,000 Overdrive grant also from the ICFL / IMLS funds that will be used to purchase ebooks and digital audiobooks. This grant will be deposited as a credit into our Overdrive account.
 - iii. L. Johnson said we also received \$5,000 of the \$10,000 requested from the Nez Perce Tribal Education grant which will be used to purchase books for the outreach services vehicle and be checked out this fall off site.
- c. FY 2021 Budget Amendments
 - i. L. Johnson informed the board of the upcoming revenue and expense budget amendments due to the construction project and increases from grants that have been received. These have been submitted for approval by the City Council.
- d. Best Practices
 - i. L. Johnson discussed the best practices related to governance and asked the Board if they had any questions. A. Hanson asked L. Johnson if the library could develop a board orientation and have a refresher for all current board members later this year.
- e. 2022 Budget Hearing Dates
 - i. L. Johnson mentioned the budget hearings on the 9th, 16th, 23rd of August at City Council meetings. She noted that in any of those meetings they can trim, cut or add to the department budgets.
- f. Added Holiday
 - i. L. Johnson explained that Juneteenth has been added as a floating holiday for this year for full time employees while part time employees will get a partial holiday based on the hours they work.

10. Unfinished Business -

- a. Library Board Candidate Introductions
 - i. Trisha Decker introduced herself to the Board of Trustees and visitors.
 - ii. Items Moved from Consent Agenda - Action Item
 1. None

11. New business

- a. Bylaw Review - Action Item
 - i. J. Gomez provided some updates in the bylaws due to new laws in Idaho.
 1. Diana Ames moved to approve the changes in the bylaws and revised by Jana Gomez according to state criteria and Dani Hayes seconded. All in favor, motion passed.
- b. Library Personnel Policy Review - Action Item

- i. L. Johnson presented the board with suggested changes from the city attorney that included adding “and the Library Director” to reflect current personnel policy.
 1. Dani Hayes moved to approve the library personnel policy as changed and Diana Ames seconded. All in favor. Motion passed.

12. Executive Session - Action Item

- a. Idaho Code 74-206(1)(a) – To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.
- b. Dani Hayes moved to go into executive session per Idaho Code 74-206(1)(a) and Diana Ames seconded.
- c. Roll Call Vote
 - i. Aye: Dr. Andy Hanson, Diana Ames, Dani Hayes
 - ii. Nay: None
- d. Diana Ames moved to leave executive session and resume the regular business meeting and Dani Hayes seconded the motion.

13. New Business

- a. Library Board Candidate Recommendation - Action Item
 - i. Dani Hayes moved to recommend Trisha Decker to the City Council as the newest member of the Library Board of Trustees. Diana Ames seconded the motion.

14. Schedule of Upcoming Meetings

- a. Regular Meeting: August 18, 2021
- b. Regular Meeting: September 15, 2021

15. Adjournment:

The meeting was adjourned at 6:30 pm.