

Lewiston City Library
Library Board of Trustees
Regular Meeting | September 21, 2022
Meeting Room - First Floor

1. Call to Order: Meeting was called to order at 5:30pm by Diana Ames
Trustees Present: Diana Ames, Andy Hanson, Trisha Decker by Zoom, Josh Brown, Rebecca Snodgrass
Trustees Absent: None
Councilor Liaison: Rick Tousley
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino
2. Recognition of Visitors
 - a. Rick Tousley - City of Lewiston Councilman
 - b. Marsha Creason - Lewiston Library Foundation President
3. Approval of additions and deletions to agenda, if any - None
4. Public Comment and correspondence
 - a. None
5. City of Lewiston Council Report
 - a. R. Tousley presented his report regarding recent City of Lewiston developments which included the badge pinning of the new police chief and the review of local service contracts at an upcoming meeting.
6. Library Foundation Report
 - a. M. Creason followed up on a Dupree Bid noting that the quote is based on three wall panels being installed at the same time with a total price of \$142,570.00.
7. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings: August 17, 2022
 - b. Review of Statistical Report
 - c. Approval of Statement of Expenses
 - i. Andy Hanson moved to approve the consent agenda and Josh Brown seconded. All in favor. Motion passed.
8. Committee Reports
 - a. Art Committee
 - i. Diana Ames reported that the library art committee met last month and will be meeting tomorrow. She informed the board of the upcoming Art Walk event and installation of artist Erin Cassetto's work. D. Ames also brought up other discussion topics related to the group including the need for more committee members.
9. Director's Report
 - a. Building Maintenance & Janitorial Update

- i. L. Johnson reported lighting issues in the Event Space, which the city electrician is attempting to troubleshoot.
 - ii. She reported that staff have been pleased with the quality of work by the new contracted janitorial staff.
 - b. Staffing Update
 - i. L. Johnson reported that we have hired Alecia and Piper, both are current library pages. She also reported that we have hired Shawn Smith as a library assistant. Alecia has been moved to a library assistant position due to a recent resignation.
 - ii. L. Johnson has reported that a lead assistant has submitted her resignation and Lynn has begun the paperwork process to allow for filling the position.
 - c. Security
 - i. L. Johnson reported we have had a higher than usual rate of calling the police due to a higher rate of incidents and staff threats. She wanted the board to be aware of the rise in incidents and that they are on record.
 - d. Idaho Library Association Pre-conference Session
 - i. L. Johnson informed the board of the upcoming ILA Pre-conference session and asked that they let her know if they are going to attend due to needing to post a notice of quorum if more than three of them are in attendance.

10. Unfinished Business

- a. Rooftop Door Repair Update
 - i. Fisher Systems arrived to take a look at the door and the issue wasn't what Fisher thought it was. The City electrician and Fisher will begin looking into the wiring diagram to review what the possible issue could be.
- b. Items Moved from Consent Agenda - Action Item
 - i. None

11. New Business

- a. Priorities for Future Purchases and Improvements
 - i. L. Johnson and B. Alvino toured the library with Shannon Sardell, a Historical Architect for the Idaho Heritage Trust, to discuss the condition of the building exterior. Lynn presented the board with an oral report of the tour and her comments regarding the exterior of the building. Discussion followed of future capital expenditures and priorities were set which include adding shelving for the collection and repairing the awning and trim. More information will be shared with the board as it is received from Shannon in case grants need to be considered.
- b. Role of Art Committee
 - i. A discussion by the board was held regarding the role of the art committee.

12. Executive Session - Action Item

- a. Idaho Code 74-206(1)(b) - To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school agent.
 - 1. The board did not go into executive session as it was not necessary.

13. Schedule of Upcoming Meetings

- a. Regular Meeting: October 19, 2022
- b. Regular Meeting: November 16, 2022

14. Adjournment

- a. The meeting was adjourned at 7:11 PM Andy moved to adjourn and Josh Brown seconded.