

**Community Library Network
Board of Trustees Special Meeting Minutes
July 25, 2019
Post Falls Library**

We Empower Discovery

Trustees present: Katie Blank, Bob Fish, Regina McCrea, Judy Meyer, Michele Veale

Staff present: John Hartung, Anne Abrams, Rebecca Melton, Janelle Sells

Call to order: The meeting was called to order at 2:07 p.m. by Katie Blank, Chair

Roll call: Katie Blank, Bob Fish, Regina McCrea, Judy Meyer, Michele Veale

Executive Session: IC 74-206 1 (b) Evaluation of personnel: action item

The Board went into executive session per IC 74-206 1 (b) Evaluation of personnel at 2:08 pm. M, C, Fish

Blank Aye

Fish Aye

McCrea Aye

Meyer Aye

Veale Aye

The Board returned from executive session IC 74-206 1 (b) Evaluation of personnel at 2:53 pm. M, C, Fish

Blank Aye

Fish Aye

McCrea Aye

Meyer Aye

Veale Aye

Budget discussion: action item

The Board moved to increase the Director's salary by 4% for FY 20

M, C, McCrea

Salaries- McCrea expressed her appreciation for the salary spreadsheet prepared by staff and asked about the job categories. She discussed the statutory responsibilities of the Board which include classifications, salary ranges, and job descriptions.

Fish acknowledged that the salary line has been consistent year to year and the total salary line falls within the range set by the Board last year. He expressed concern about the increases budgeted for medical and dental. Staff stated that the District's benefits broker has predicted a 15% medical and 5% dental increase. Historically, the broker's predictions have been close to the renewal rate which does not go into effect until January 1.

The Board took a break at 3:52

The Board reconvened at 3:57

The meeting was extended to 4:30

M, C, Fish

Board members continued discussing the salary portion of the proposed budget and asked questions about adjustments to specific positions.

Fish asked about telecom (line 33) and internet access (line 32) which are credited with reimbursements if e-rate discounts are approved. The Director stated that it is not possible to predict when reimbursements

might happen or to know with certainty if reimbursements will be approved. Fish said he supports budgeting both lines to include the assumption of e-rate discounts. Director stated that the District may have a new service provider contract in the last quarter of the budget year which makes the cost unpredictable. The Director is not in favor of reducing the budgeted amounts for telecom and internet access lines. The Board expressed some discomfort with the reduction to collections (line 28). When the year-end figures are available, the Director stated that there may be additional money to add back into the collections line.

Budget for publication:

The Director explained that the published budget compares five lines of expenditure and income with the same lines from last year’s budget. The budget is published under Clerk of the Board’s signature.

Board Draft #5 has the latest budget numbers including an additional \$4,000 from final growth numbers. Staff recommends applying that additional money to collections (line 28).

The Board accepted Draft Budget #5 dated July 25, 2019, for publication.
M, C, Veale

Harrison Library closure: Wednesday in August: action item

The Board authorized the closure of the Harrison Library for up to two days in August for construction
M, C, McCrea

Debrief meeting of 27 June:

Megan Hudson recommendations. The Board will discuss the recommendations from Megan Hudson at the next regular meeting, August 15, 2019

Agenda discussion and requests

Set Special and regular meeting dates

Meeting review

Adjournment: action item

The meeting was adjourned at 4:26 p.m.
M, C, Veale

Respectfully submitted,
John Hartung and Rebecca Melton

Calendar of events:

Aug 8:	6	Post Falls	budget hearing
Aug 15:	2 - 5	Hayden	regular meeting
Aug 22:	6	Post Falls	special meeting
Sep 19:	2 - 5	Pinehurst	regular meeting
Oct. 10	all day	Hayden	all staff day
Oct. 15	2-5	Post Falls	regular meeting

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