

**Community Library Network
Board of Trustees special meeting
Thursday 24 June 2021
Post Falls Library Meeting Room 2**

2:00 - 4:00 pm

We Empower Discovery

Trustees present: Katie Blank, Rachelle Ottosen, Vanessa Robinson, Judy Meyer

Financial committee members present: Bob Fish

Staff present: Amy Rodda, Janelle Sells

Call to order: The meeting was called to order at 2:00 by Katie Blank, Chair

Roll call: Katie Blank, Rachelle Ottosen, Vanessa Robinson, Judy Meyer arrived at 2:03

Budget discussion (Idaho Code 33-2720 or pg. 45 of Trustee Manual AND
Idaho Code 33-2725 or pg. 47 of Trustee Manual)

Continuation of 1st draft discussion:

Staff continued the review of the first draft of the budget for fiscal year 2021-2022 (FY'22). The district levy rates for the past 10 years were discussed; noting the steady decline in rates since the high in 2013 (FY'14). The approved budget for the current year, FY'21 was available for budget-to-budget comparison. Fish stated he would like to increase the amounts budgeted for Adult Programs, Children's Programs, Collections and Communications/Marketing. Ottosen would like the Children's Programs budget reduced by \$1000. Staff will ask the new Communications Coordinator if the current request is adequate. Ottosen requested a list of items available in the Library of Things. Fish requested the Internet Access and Telecom budget lines be reduced by the anticipated E-rate discount. Sells noted for the record she opposes reducing the amount until the discounts are confirmed by USAC. The Board asked staff to prepare the next draft with the full, non-discounted amount but suggest where the money could be assigned once discounts are confirmed. Staff discussed what type of expenses go into each expenditure line.

The meeting end time was extended to 4:30 pm
M, C, Ottosen

The Training/Conference Travel increase is to allow attendance to the Public Library Association conference held every other year. It will be in Portland, OR in the spring of 2022. The Board asked if there are Trustee tracks available at the conference and if there would be funds available to send some trustees. Ottosen requested a list of Training/Conference Travel expenditures for FY'21. The discussion regarding Carryforward is postponed to the regular July meeting.

Agenda discussion and requests:
None

Set Special and regular meeting dates:

The Board agreed to a special meeting on July 28, 2021 from 2:00 to 4:00 pm at Post Falls

Adjournment: action item

Meeting was adjourned at 4:36 pm
M, C, Robinson

Respectfully submitted,
Amy Rodda, Janelle Sells

Calendar of events:

15 July 2021	Regular Meeting	2:00 - 5:00	Post Falls
28 July 2021	Special Meeting	2:00 - 4:00	Post Falls
12 August 2021	Budget Hearing	6:00	Post Falls
19 August 2021	Regular Meeting	2:00 - 5:00	Post Falls
26 August 2021	Budget Approval	6:00	Post Falls
16 Sept 2021	Regular Meeting	2:00 - 5:00	Post Falls

Please let us know if you need auxiliary aids or services to enjoy our libraries. This includes providing a sign language interpreter, assistive listening devices, or print materials in a digital format. We can also modify programs, services, or activities, within reasonable limits. Please request these services through Randy Zepeda, ADA Coordinator, preferably 15 days in advance, but no later than 72 hours before the event.

Phone: 208-773-1506 ext. 329

Email: ADAcordinator@communitylibrary.net

The Community Library Network does not discriminate on the basis of disability in its programs, services, activities or employment practices. The Library Network has a policy on ADA compliance and the complete policy is available for review upon request. In addition, a grievance procedure is available to resolve complaints. If you need this notice in large print or Braille, let us know.