

**Community Library Network
Board of Trustees Special Meeting Minutes
Friday 4 November 2022
Post Falls Library Meeting Room 2**

2:00 – 4:00 pm

We Empower Discovery

Agenda

Call to order: Meeting was called to order at 2:00 pm

Roll call: Trustees: Katie Blank, Regina McCrea, Judy Meyer (arrived at 2:02 pm), Rachelle Ottosen
Absent: Vanessa Robinson
Treasurer: Michele Veale
Staff: Amy Rodda, Lindsey Miller-Escarfuller, Janelle Sells

Pledge of Allegiance

Executive session: (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.: action item *(35 minutes)*

McCrea moved to go into executive session per Idaho Code 74-206(1)(a) at 2:01 pm

M, C – McCrea
Blank – Aye
McCrea – Aye
Ottosen – Aye

Miller-Escarfuller and Sells left the meeting at 2:01 pm

Ottosen moved to come out of executive session at 2:45 pm

M, C – Ottosen
Blank – Aye
McCrea – Aye
Meyer – Aye
Ottosen – Aye

Miller-Escarfuller and Sells returned to the meeting at 2:47 pm

Appointing an interim director: action item *(10 minutes)*

- McCrea moved to appointment Lindsey Miller-Escarfuller as interim Director starting 11/22/22 through 3/31/23 or the start date of a new director, whichever is shorter.

M, C - McCrea

Hiring a recruitment consultant: action item *(10 minutes)*

- Meyer moved to accept the proposed recruitment consultant contract from June Garcia to start immediately. McCrea noted that June Garcia's company had been vetted prior and is not charging more for the new contract. Garcia will meet with the Board on November 17, 2022, at Post Falls

approximately from 3:00 to 5:00 pm and with staff on November 18, 2022. Staff will confirm meeting times with Garcia.

M, C - Meyer

Director job description: action item (*10 minutes*)

- Blank asked Rodda to review the current job description. Rodda presented suggested changes, summarizing duties. Ottosen does not want to qualifications to be associated with the American Library Association by requiring an ALA accredited master's degree. McCrea noted there is a difference between an organization's accreditation of education and the philosophy of a Marxist ALA president-elect. Ottosen asked what participates in local boards and committees means. Rodda noted groups she has worked with and why she chooses a group to participate with. Meyer stated that the Board has asked the Director to get out into the community and be engaged. Under professional development, Ottosen asked about library associations and their affiliation with ALA. Rodda noted that ALA is the national organization, but local associations are going to be more representative of the local communities. ALA offers best practices/principles for libraries, but other organizations/librarians also offer good best practices for their own communities.
- McCrea moved to adopt the Library Director job description dated November 4, 2022, with changes noted.

M, C - McCrea

Material selection policy discussion: action item (*40 minutes*)

- Blank noted the most recent changes are in blue under Reconsideration of Material. Ottosen asked to add "adults" to the beginning or ending of "The District subscribes to the Freedom to Read" sentence in the Intellectual Freedom section. Rodda noted that would violate the First Amendments rights for children as stated by the district's attorney. McCrea does not think the Board should be trying to limit other governing documents that apply to libraries. Rodda stated that language has been added about material harmful to children in the Selection Process.
- McCrea moved to adopt the Materials Selection Policy dated November 4, 2022.

M, C – McCrea; Ottosen opposed

Compensation study update (*10 minutes*)

- Rodda noted that the consultant shared the high-level findings of their research at the last regular Board meeting. The consultant has since provided two salary schedule recommendations. One showing the target schedule and one with a temporary step in order to achieve the target schedule. Staff have been working with the consultant to finalize positions within the schedule and wage ranges for positions. To meet the temporary minimum salary ranges, approximately an additional \$60,000 may be needed for compensation. Raising salary ranges are the priority and some proposed new positions and additional hours may be postponed. McCrea asked if the salary ranges have been reduced. Rodda noted that wage ranges within adjusted job classifications have been reduced. Some positions are within the salary market, but most were below market. At the next regular meeting in November, a new salary schedule will be presented along with suggestions for allocating carryforward. A budget hearing will need to be held to accept additional income, more carryforward than anticipated, and allocation of expenditures.

Set Special and regular meeting dates: action item (*5 minutes*)

- A special meeting will be held on November 17, 2022, to meet with the recruitment consultant. Staff will verify time with June Garcia.
- Jim McNall, with ICRMP, will be available on December 1st or 2nd for trustee education for elected officials.

Adjournment: action item

Ottosen moved to adjourn at 3:51 pm
M, C - Ottosen

Respectfully submitted,
Amy Rodda, Janelle Sells

Calendar of events:

15 Nov 2022	Regular Meeting	2:00 – 5:00	Post Falls
15 Dec 2022	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.