

Community Library Network
SPECIAL Board of Trustees Meeting Minutes
FRIDAY 07 July 2023
POST FALLS LIBRARY

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, Tom Hanley, Rachelle Ottosen, Tim Plass, Vanessa Robinson
Staff: Alexa Eccles, Lindsey Miller-Escarfuller, Janelle Sells, Michelle Fansler

Budget Discussion (*105 minutes*)

- Eccles provided several table packet items regarding some expenditure lines. Reducing the budgets for programming expenditures will reduce the number of programs. Summer Reading is a large portion of the Children’s programming. Regional and National conferences are available for some staff to apply to participate. Hanley and Ottosen are not in favor of associating with the American Library Association. Plass asked about what type of adult programs are presented. Eccles notes librarians refer to literacy as education beyond just the written material. Hanley suggests bringing in volunteer presenters. Eccles presented a long-term sustainable model for staff and library services. She reviewed basic and expanded operations and library services. She described some options for increasing revenue. Expenditure reductions could include reducing the number of days the large libraries are open, reducing library open hours at smaller libraries, purchasing books that are shelf ready, and change the staffing models at libraries. There are concerns about the age of the Harrison facility. Eccles recommends determining a change in the service model for Outreach and developing a transition timeline. Long-range facility planning is essential. The Collection budget should be approximately 12% of the operating budget. For this next fiscal year, Eccles recommends dropping the vacant 24-hour maintenance technician but turning it into a 40-hour position for the following fiscal year. A reduction in library open hours may reduce staff hours and/or eliminate positions. Plass asked about using some of the available fund balance to help balance the budget. Hanley, Ottosen, and Plass want a 0% budget increase with growth. Robinson does not see how staff can get raises and not take a percentage budget increase. Plass discussed the line items he would reduce. Blank is interested in increasing the budget by 1% or 2%, using the carryforward funds, and/or consider budgeting for receiving the E-rate discount.

Materials Selection Policy Discussion: Action Item(s) (*10 minutes*)

- Ottosen would like to amend the policy. She noted the sections she is interested in changing. Plass would like to delete the Intellectual Freedom section. Blank noted staff present changes to policies for the Board to review. Eccles stated policy discussion should be held during a regular meeting when public can comment.

Set Special and Regular Meeting Date(s): Action Item(s) (*5 minutes*)

Adjournment: Action Item

Blank moved to adjourn at 4:01 pm
M, C - Blank

Respectfully submitted,
Alexa Eccles, Janelle Sells

Calendar of events:

20 July 2023	Regular Meeting	1:00-4:00	Post Falls
25 July 2023	Special Meeting Budget Discussion	2:00-4:00	Post Falls
10 Aug 2023	Budget Hearing	5:30	Post Falls
17 Aug 2023	Regular Meeting	2:00 – 5:00	Hayden
21 Sep 2023	Regular Meeting	9:00 – 12:30	Pinehurst

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Phone: 208-773-1506 ext. 329

Email: ADAcordinator@communitylibrary.net

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