

Board Packet

7.20.23 Board Meeting

Community Library Network
Board of Trustees Regular Meeting
Thursday 20 July 2023
Post Falls Library

1:00 pm - 4:00 pm

We Empower Discovery

Agenda

Call to order

Roll call

Pledge of Allegiance

Public Comment (*30 minutes*)

Speakers must state name and community and speak for no more than 3 minutes.
Persons addressing the Board are expected to observe a level of civility and decorum appropriate for a public meeting. No personal attacks or disruptions from audience members will be tolerated.

Harrison Annual Report - staff presentation (*15 minutes*)

Consent agenda: action item (*10 minutes*)

Minutes of the annual meeting of 15 June
Minutes of the special meeting of 20 June
Minutes of the special meeting of 22 June
Minutes of the special meeting of 6 July
Minutes of the special meeting of 7 July
Minutes of the special meeting of 14 July
Minutes of the CIN meeting of June 2023
May CIN Financial Statements

Community Library Network June 2023 financial statements: action item (*10 minutes*)

Circulation Statistics June 2023 (*10 minutes*)

Director's report (*25 minutes*)

Community Library Network June 2023 managers reports
Facilities updates

Bid award for Hayden roof: action item (*20 minutes*)

Break (*15 minutes*)

FY24 Budget Discussion (30 minutes)

Trustee continuing education (5 minutes)

Discussion of future agenda requests (The board will decide via consensus whether these items will be moved to a future agenda) (5 minutes)

Personnel Policy manual (request from Ottosen) - to be scheduled

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

Adjournment: action item

Calendar of events:

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
19 Oct 2023	Regular Meeting	2:00 - 5:00	Post Falls
16 Nov 2023	Regular Meeting	2:00 - 5:00	Post Falls
21 Dec 2023	Regular Meeting	2:00 - 5:00	Post Falls

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**Community Library Network
Board of Trustees Annual Meeting
Thursday 15 June 2023
Spirit Lake Library
9:00 am – 12:30 pm**

We Empower Discovery

Agenda

Call to Order Meeting was called to order at 9:00 am

Roll Call Trustees: Katie Blank, Judy Meyer, Rachele Ottosen, Vanessa Robinson
Trustee Elects: Tom Hanley (arrived at 9:04), Tim Plass
Staff: Alexa Eccles, Lindsey Miller-Escarfuller, Janelle Sells, Michelle Fansler, Carol Ferguson
Guest: Katie Brereton

Pledge of Allegiance

Meeting Procedures

- Blank reviewed the meeting format this Board follows. The Board has by-laws and uses the Roberts Rules of Order for Small Boards. Meeting discussion is limited to agenda topics.

Public Comment (30 minutes)

Speakers must state name and community and speak for no more than 3 minutes.

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- Jacob Tarnowski, Spirit Lake – He noted he is staff member of the library district. He clarified classic books are not being purged and there is no pornographic material in the library. The library serves a diverse community.
- Jon (no last name provided) – He talked about an event at the White House. He cares that there are books targeting children leading them to pornography.
- Marianna Cochran, Rathdrum – She quoted from several famous people.
- Kathleen Werthman-Gizdich, Spirit Lake – She noted she used to work for the library district. She is appalled at the censorship being attempted in the public library. It is the responsibility of the parent to guide their children into adulthood. Libraries are for information and education.
- Barbara Broughton, Athol – She noted she used to work for the library district. Trustees are not above the law and should follow the same policy as everyone else to challenge a book. Trustees need to be impartial and respect the constitution.
- Meghan Alcala – She is a former youth librarian. She is looking forward to the new trustees learning about the purpose of libraries. She challenges anyone to prove she provided any obscene material to children.
- Katherine Alapai, Spirit Lake – She used to work at the Spirit Lake library. She is saddened that the community is being torn apart and the terrible things being said about library staff.
- Noel Ferris, Athol – He noted that it is easy to defend the First Amendment when you agree with what is being said but is much harder to defend when you disagree with the message.
- Anita Dupzyck, Rathdrum – She quoted from the Bible.
- Summer Bushnell, Post Falls – She noted she is not against any library staff members, just the elected officials.
- Anne Goff, Post Falls – She is concerned about the materials in the library. Depriving children of complex concepts and ideas in books does not help them grow into productive members of society.
- Walt Mauer, Coeur d'Alene – He noted the history of how pornographic magazines have been displayed. He noted that Adult Graphic Novels can be accessed by anyone. He quoted from several books.

- Roger Dunnam, Athol - He has been trying to get the *Epoch Times* magazine in the library. He feels that not having it is not representing other community members.
- Tony Wisniewski – He is a House Representative from District 5. He serves on the education committee. He stated there is no constitutional right of separation between church and state. Laws are being amended to protect children from pornographic material.

Recognition of Trustees

- Blank welcomed Alexa Eccles as Director and the newly elected trustees. She thanked Miller-Escarfuller for all her work. She also thanked Meyer, McCrea, and Veale for their service. Meyer reviewed some of the library's history.

Swearing in of Elected Trustees (Idaho Code 33-2719): Action Item

- Blank led Tom Hanley and Tim Plass through the swearing-in.

Nominating Committee Report

- Robinson presented the slate of officers and appointments.
 - Officers: Katie Blank, Chair and Rachelle Ottosen, Vice Chair
 - Appointments: Julie Saad, Treasurer and Tim Plass, Clerk
 - Robinson moved to accept the officer slate from the nominating committee.
 - Ottosen nominated Tom Hanley as Vice Chair. Hanley would like to be Vice Chair if Ottosen would be Chair.

M, Failed – Robinson; Robinson in favor

Election of Officers: Action Item (Idaho Code 33-2719)

- Plass moved to nominate Ottosen as Chair.

M, C – Plass; Robinson opposed

- Plass moved to nominate Hanley as Vice Chair.

M, C – Plass; Robinson abstained, Blank opposed

Appointment of Treasurer and Clerk: Action item (Idaho Code 33-2722)

- Plass moved to nominate Julie Saad as Treasurer. Blank and Hanley are supportive of Saad.

M,C – Plass

- Hanley moved to nominate Tim Plass as Clerk

M,C - Hanley

Spirit Lake Annual Report – Carol Ferguson, Manager (15 minutes)

- Due to technical difficulties, the Spirit Lake annual report will be emailed to the Board.

Consent Agenda: Action Item (10 minutes)

Minutes of the Special Meeting of 05 May

Minutes of the Regular Meeting of 18 May

Minutes of the CIN meeting of 19 April

May CIN Financial Statements

- Robinson asked what Koha was and wondered about the CIN meetings moving to Teams versus Zoom. Blank moved to accept the consent agenda as presented.

M,C - Blank

Community Library Network May 2023 Financial Statements: Action Item (5 minutes)

- Hanley moved to accept the May 2023 financial statements.

M,C - Hanley

Resolution CLN 06.15.2023-1 Change of Bank Signature Cards: Action Item (5 minutes)

- Eccles presented the Resolution for changing bank signatories. Blank moved to approve the Resolution CLN 06.15.2023-1 Change of Bank Signature Cards.

M, C - Blank

Director's Report (15 minutes)

- Community Library Network May 2023 reports (5 minutes)
 - Eccles presented the library reports for the Board. Plass asked about the format for library reports. Blank reviewed the reason the reports were developed.
- Circulation Statistics May (10 minutes)
 - Circulation Statistics were presented as a table packet. Due to the meeting being held earlier in the month, the statistics were not ready for the mailed packet. Robinson asked about the Unique report regarding collecting past due library accounts. Eccles explained the details of the circulation statistics report. Discussion about changing the format was held.
- Facilities Updates (5 minutes)
 - Eccles stated the Request for Proposal has been released for the Hayden roof replacement project. Hanley asked about the project. Brereton noted that because of the size of this project, it needs to comply with Idaho Code and go through an architect as a third party.
- Meeting Room Policy Discussion (5 minutes)
 - Miller-Escarfuller noted the approved policies with amendments from the previous meeting were asked to be presented in the final format.
- Study Room Policy Discussion (5 minutes)

Spirit Lake Library Tour / Break (15 minutes)

- Break and tour of the Spirit Lake library from 11:00 am to 11:17 am

Trustee Education: Katie Brereton, Library Attorney (60 minutes)

- Brereton introduced herself and her background. Materials have been provided to all trustees for their review. She reviewed Public Meeting Laws, Public Records Laws, Personal Liability, Personnel management, and private life versus public life as an elected official. She also reviewed potential liability using personal social media. Libraries are for the public and the First Amendment protects the right to receive information. Legal standards must be met in order to remove or restrict access to materials.

FY24 Budget Discussion (30 minutes)

- Eccles presented a manual to guide trustees in their role. She recommends scheduling multiple meetings for budget discussion.

Blank moved to extend the meeting by 10 minutes.

M, C - Blank

Discussion of future agenda requests (The board will decide via consensus whether these items will be moved to a future agenda) (5 minutes)

- Personnel Policy manual (request from Ottosen) – will be scheduled after the new Director is hired.

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

- Special Meeting(s):
 - June 22 or June 29 9:00am-12:00pm | Overview of Library Funds and Budgeting (1 hour); Presentation of the 2022 Audit (30 minutes)
 - The auditor is only available on June 22, 2023, in the afternoon. The Audit meeting will be scheduled from 2:00 to 3:30, location to be determined.
 - A meeting will be held on June 20, 2023, starting at 2:30, location to be determined.
- Special Meeting(s): Budget Discussion
 - July 6, 13, 20 and July 25
- Special Meeting: Budget Hearing
 - August 10 at 5:30 pm

- Budget Approval: Action Item
 - August 17, 2023 (or)
 - August 24, 2023

Adjournment: Action Item
 Blank moved to adjourn at 12:47 pm
 M, C - Blank

Respectfully submitted,
 Alexa Eccles, Janelle Sells

Calendar of events:

20 July 2023	Regular Meeting9:00 – 12:30	Harrison
10 Aug 2023	Budget Hearing 5:30	Post Falls
17 Aug 2023	Regular Meeting2:00 – 5:00	Hayden
21 Sep 2023	Regular Meeting9:00 – 12:30	Pinehurst

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Community Library Network
SPECIAL Board of Trustees Meeting Minutes
Tuesday 20 June 2023
Rathdrum Library

2:30 – 4:30 pm

We Empower Discovery

Agenda

Call to Order Meeting was called to order at 2:30 pm

Roll Call Trustees: Katie Blank, Tom Hanley, Rachelle Ottosen, Tim Plass, Vanessa Robinson (arrived at 2:48 pm)
Staff: Alexa Eccles, Janelle Sells
Guest(s): D. Colton Boyles, Alex Haggard

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: Individual Agent (Legal) (120 minutes)

- Blank asked about the purpose of the meeting. She feels this meeting is not transparent. Ottosen stated the purpose is to engage a new attorney.

Blank moved to go into executive session per Idaho Code 74-206(1)(a) at 2:37 pm

Blank – Aye

Hanley – Aye

Plass – Aye

Robinson – not present

Sells left the meeting at 2:38 pm

D. Colton Boyles and Alex Haggard were invited into executive session from 3:43 pm to 3:56 pm

Robinson moved to come out of executive session at 4:27 pm

Blank – Aye

Hanley – Aye

Plass – Aye

Robinson – Aye

Sells returned to the meeting at 4:28 pm

Engaging an Individual Agent: Action Item (5 minutes)

- No action taken

Adjournment: Action Item

- Blank moved to adjourn at 4:29 pm

M, C – Blank

Respectfully submitted,

Alexa Eccles, Janelle Sells

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AMENDED
Community Library Network
SPECIAL Board of Trustees Meeting Minutes
THURSDAY 22 June 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: Tom Hanley, Rachele Ottosen, Tim Plass, Vanessa Robinson
Staff: Alexa Eccles, Lindsey Miller-Escarfuller, Janelle Sells
Guest(s): Toni Hackwith

Board Correspondence:

- Letter from Lake City Law. Katharine Brereton resigned as legal counsel:
- Letter from Katie Blank. Blank had written questions for the auditor.

Presentation of the 2022 audit: Toni Hackwith (*60 minutes*)

- Toni Hackwith introduced herself to the Board. Hackwith reviewed the independent auditor's opinion. A clean opinion was issued. She reviewed the audited financial statements. She discussed the full accrual and modified accrual financial statements for the Community Library Network and the component unit, Cooperative Information Network. Hackwith explained the required supplement reports, including internal controls. A clean opinion was issued for the internal controls as well. She explained that having a positive fund balance is important in order to pay vendors and employees monthly when primary revenues are only received semi-annually and quarterly.

Hackwith left the meeting at 2:42 pm

Executive Session: (Idaho Code 74-206(1)(a) To Consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities are to be evaluated in order to fill a particular vacancy or need. (30 minutes)

Hanley moved to go into executive session per Idaho Code 74-206(1)(a) at 2:42 pm

Hanley – Aye

Ottosen – Aye

Plass – Aye

Robinson – Aye

Miller-Escarfuller and Sells Left at 2:42pm

Ottosen moved to come out of exec at 3:32 pm

Hanley – Aye

Ottosen – Aye

Plass – Aye

Robinson – Aye

ACTION ITEM, disengaging a library attorney (5 minutes)

- No action taken.

ACTION ITEM, engaging a library attorney (5 minutes)

- Ottosen moved to authorize the Director to meet with Boyles Law Firm to craft a general counsel retainer and engagement letter for Community Library Network

M, C – Robinson opposed

Budget Discussion (20 minutes)

- Eccles reviewed the packet that was delivered at previous meetings. She asked for direction from the Board to prepare a draft budget. E-rate funds reimburse the Internet Access and Telecom expense lines. Miller-Escarfuller reviewed the budget drafts submitted at previous meetings. She also reviewed the two salaries options and some budget cuts that were presented in the draft budgets.

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

Plass moved to schedule special meetings on July 6 and July 25 for budget discussion.

M, C – Plass

Plass moved to change the July 20 meeting from Harrison to Post Falls from 9:00 to 12:00. Robinson moved to change the time from 1:00 to 4:00

M, C – Robinson

M, C – Plass

Plass moved to schedule a special meeting July 7 from 2:00 to 4:00 at Post Falls

M, C - Plass

Robinson moved to extend the meeting for seven minutes.

M, C - Robinson

Adjournment: Action Item

Robinson moved to adjourn at 4:07 pm

M, C – Robinson

Respectfully submitted,
Alexa Eccles, Janelle Sells

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**Community Library Network
SPECIAL Board of Trustees Meeting Minutes
THURSDAY 06 July 2023
POST FALLS LIBRARY**

2:00 – 4:00 pm

We Empower Discovery

Agenda

Call to Order Meeting was called to order at 2:02 pm

Roll Call Trustees: Katie Blank, Tom Hanley, Rachelle Ottosen, Tim Plass, Vanessa Robinson
Treasurer: Julie Saad
Staff: Alexa Eccles, Lindsey Miller-Escarfuller, Janelle Sells

Trustee continuing education (*15 minutes*)

- Eccles reviewed more of the Library Trustee manual; pg 22 and pg 133 specifically. She provided a copy of the Financial Management Policy. The treasurer's role is to review the financial statements for compliance. The PNLA conference is coming soon, and Eccles invited the Trustees to attend. She will be developing some training on community engagement.

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: Individual Agent (Legal) (*20 minutes*)

Robinson moved to go into executive session per Idaho Code 74-206(1)(a) at 2:15 pm

Blank – Aye

Hanley – Aye

Ottosen – Aye

Plass – Aye

Robinson – Aye

Miller-Escarfuller and Sells left the meeting at 2:15 pm

Move to come out of executive session at

Blank – Aye

Hanley – Aye

Ottosen – Aye

Plass – Aye

Robinson – Aye

Robinson moved to come out of executive session and at 3:15 pm

Miller-Escarfuller and Sells returned to the meeting at 3:15 pm

Engaging an Individual Agent: Action Item (*5 minutes*)

- No action will be taken regarding engaging an individual agent at this time. The Board will meet with a legal representative at the July 20th regular meeting to discuss hiring a legal firm.
- Plass will draft a letter to the Attorney General of Idaho seeking a legal opinion.

Budget Discussion (75 minutes)

- Eccles presented a budget analysis regarding each of the income and expense lines. She requested direction from the Board on how to proceed with the next budget draft. Hanley asked about the difference between the two salary scenarios. Miller-Escarfuller reviewed the differences. The current wage range is the temporary minimum. Plass advocates for moving salaries to the full, recommended minimum but not adding additional cost of living to the wage range. Blank would like to know what the cost-of-living increase for wages would look like. Eccles noted that Salaries/Benefits cost to income for the library industry is 70% to 75% of income. She also stated that staff are leaving CLN for jobs at other organizations. Blank asked about using the anticipated e-rate discount to balance the budget. Saad asked about reducing library hours and reducing staff to reduce total salary expenses. Staff reviewed the function of the CIN courier. Hanley would like to see more detail in several line items. Eccles will provide a summary of those specific line items.

Robinson moved to extend the meeting to 4:10

M, C - Robinson

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

Special meetings will be scheduled for July 17, 2023, and July 18, 2023, from 2:00 to 4:00 pm at Post Falls for budget discussion.

Adjournment: Action Item

Hanley moved to adjourn the meeting at 4:07 pm

M, C - Hanley

Respectfully submitted,
Alexa Eccles, Janelle Sells

Calendar of events:

07 July 2023	Special Meeting Budget Discussion	2:00-4:00	Post Falls
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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**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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COOPERATIVE INFORMATION NETWORK MINUTES

Wednesday, June 21, 2023
Coeur d'Alene Public Library/Zoom

Benewah Co.: X Kathy Davis/**Clarkia:** __ Dawn Kruger /**Coeur d'Alene:** X Michael Priest
CLN: X Alexa Eccles /**Kellogg:** __ Danni Boylan/ **Liberty Lake:** __ Jandy Humble/
Mullan: __ Debbie Berger/ **Osburn:** __ Jamee Sperry/ **Pend Oreille Co.:** X Mandy Walters/
Plummer: __ Jenny Grobey/**Priest Lake:** X Jaime Yob/ **St. Maries:** __ Pinky Humphrey/
Wallace J/S High: X Katie Bauer **Wallace Public:** X Annette Kologi /**West Bonner:** X Meagan Mize

CLN: X Kari Wilson/X Mark Foster/X Janelle Sells
Coeur d'Alene: X Christopher Brannon/X Melissa Searle/ X Tyler McLane
Liberty Lake: X Georgette Rogers / X Mikayla Kittilstved

Chairperson Michael Priest called the meeting to order at 10:00am.

Introductions

All members present introduced themselves

Approval of May 2023 Minutes, the May agenda & May Financial Statements

Lindsey moved to approve the agenda as amended, minutes and financial statements. Annette seconded.
Motion carried.

Unfinished Business & Action items

- **West Bonner minor card terms of agreement** = Meagan shared the new card required for minor cards having the home library of Priest River & Blanchard. Accounts are restricted until the card is signed.

New Business:

- **Operating agreement update** = The operating agreement has been updated to reflect the update dates of the joint powers agreement. Georgette motioned to accept the changes as presented. Jamie seconded. No discussion. Motion carried.
- **Hold Notices digest development** = Koha will be able to send hold notices in digest form instead of individually. This will result in an additional cost. Once the total is known an email vote will be requested.
- **Patron side guarantor/guarantee account visibility** - Koha allows us to turn on guarantor's ability combine their family onto one account. Kathy made a motion to turn on this setting. Georgette seconded. No discussion. Motion carried.
- **Upgrade Update** - The next update is scheduled for July 17th.
- **Libby Settings** - No discussion

Adjournment: 10:41 AM

Next meeting: Wednesday, July 19, 10AM. Coeur d'Alene Public Library/Microsoft Teams

Respectfully submitted, Meagan Mize

CIN Income Statement/Balance Sheet Analysis
June 2023 – 75.00% of Time Elapsed

REVENUE

Income – Benewah County – Benewah County District Library has paid their portion of dues for the year and three quarters of their courier costs.

Income – Clarkia – Clarkia District Library has paid their portion of dues for the year.

Income – Coeur d’Alene – Coeur d’Alene Public Library has paid their portion of dues for the year and three quarters of their courier costs.

Income – Community Library Network – The District has paid three quarters of dues and courier costs for the year.

Income – Kellogg – Kellogg Public Library has paid their portion of dues for the year.

Income – Liberty Lake – Liberty Lake Municipal Library paid their dues for the year and three quarters of their courier costs.

Income – Mullan Public – Mullan Public Library has paid their portion of dues for the year.

Income – Osburn – Osburn Public Library has paid their portion of dues for the year.

Income – Pend Oreille – Pend Oreille County Library District paid for their dues for the year and three quarters of their courier costs.

Income – Plummer – Plummer Public Library has paid their portion of dues for the year.

Income – Priest Lake – Priest Lake Public Library has paid their portion of dues for the year.

Income – Silver Hills – Silver Hills Elementary School has paid their portion of dues for the year.

Income – St Maries – St Maries Public Library has paid for their dues for the year and three quarters of their courier costs.

Income – Wallace High – Wallace High School has paid their portion of dues for the year.

Income – Wallace Public – Wallace Public Library has paid their portion of dues for the year.

Income – West Bonner – West Bonner Library District has paid their dues for the year and three quarters of their courier costs.

Income – E-books Membership – E-book Membership Income was received from the Community Library Network in June.

Income – E-books Contributions – Contributions this month are from the Community Library Network.

Income – Donation for E-books – No donations this month.

Income – Freegal – CIN voted not to renew Freegal. There will be no income this year.

Income – Interest – Interest rates are increasing, and this line is above budget.

EXPENSES

E-books & Materials – Purchases this month are the result of the contributions from the Community Library Network and the annual contract renewal.

E-book Membership – The annual contract has been renewed. This line is complete for the year.

Freegal Music – CIN voted not to renew Freegal. This line will not be expended this year.

Language Learning Database – CIN voted to not renew Mango. This line will not be expended this year.

ByWater / Koha Maintenance – Expenses this month are for Twilio.

EBSCO Open Athens/Novelist – There is no expense this month.

Envisionware / Maint. – Envisionware ceased supporting the PC Reservation system. The increased cost reflects migrating to the new platform. Affected libraries were billed additional Dues to cover the cost. Expense this month is for additional services for the Coeur d'Alene Library and is covered by their Dues. This line is complete for the year.

Marcive Maintenance – Due to an unexpected rate increase, this line ends the year above budget.

OPAC Maint – Syndetics – This line is complete for the year.

Accounting Svcs – This amount will be billed and paid in September of 2023.

Audit – This line is complete for the year.

Supplies – The negative amount reflects a member library reimbursing CIN for supplies.

Local Courier – This is the monthly amount paid to the CIN courier.

ORBIS Courier – This is paid out in quarterly installments at the end of each quarter.

BALANCE SHEET

Current Assets/Accounts rec – The checking account reflects the current balance at month-end.

Money Market Acct – These are funds currently in the money market account.

Prepaid Expenses – These are funds placed with Overdrive as part of our CIN contract to acquire eBooks and pay for their service. Audit adjustments for FY 22 have been completed.

Current Liabilities – None at this time.

Long-Term Liabilities – This line is adjusted at the end of our audit. There were no Long-Term Liabilities for FY 22. Audit adjustments for FY 22 have been completed.

Capital – Auditor adjustments are made annually to all Capital Assets and Income.

Janelle Sells
Business Manager
CLN & CIN

Cooperative Information Network
Income Statement - 75.00% Time Elapsed
For the Nine Months Ending June 30, 2023

Unaudited	Current Month	YTD Actual	Annual Budget	YTD %
Revenues				
1 INCOME - BENEWAH COUNTY	0.00	3,123.50	3,602.16	86.71
2 INCOME - CLARKIA	0.00	1,130.70	1,130.70	100.00
3 INCOME - COEUR D'ALENE	0.00	22,252.98	26,786.90	83.07
4 INCOME - COMMUNITY LIBRARY NET	0.00	56,067.91	84,318.86	66.50
5 INCOME - KELLOGG	0.00	1,394.41	1,394.41	100.00
6 INCOME - LIBERTY LAKE	0.00	6,518.87	6,967.38	93.56
7 INCOME - MULLAN PUBLIC	0.00	1,351.56	1,351.56	100.00
8 INCOME - OSBURN	0.00	1,067.70	1,067.70	100.00
9 INCOME - PEND OREILLE	0.00	5,624.99	5,549.58	101.36
10 INCOME - PLUMMER	0.00	1,641.36	1,641.36	100.00
11 INCOME - PRIEST LAKE	0.00	1,540.75	1,540.75	100.00
12 INCOME - SILVER HILLS	0.00	1,170.50	1,170.50	100.00
13 INCOME - ST. MARIES	0.00	3,131.81	3,610.47	86.74
14 INCOME - WALLACE HIGH	0.00	1,029.81	1,029.81	100.00
15 INCOME - WALLACE PUBLIC	0.00	1,514.15	1,514.15	100.00
16 INCOME - WEST BONNER	0.00	5,779.57	6,207.51	93.11
17 INCOME - EBOOKS MEMBERSHIP	5,000.00	5,000.00	10,000.00	50.00
18 INCOME - EBOOKS CONTRIBUTIONS	15,000.00	100,808.06	10,000.00	1,008.08
19 INCOME - E-BOOKS DONATIONS	0.00	6,000.00	3,000.00	200.00
20 INCOME - FREEGAL MUSIC	0.00	0.00	24,150.00	0.00
21 INCOME - INTEREST	2.56	47.29	40.00	118.23
22 CASH ON HAND	0.00	5,000.00	5,000.00	100.00
23 Total Revenues	20,002.56	231,195.92	201,073.80	114.98
Expenses				
24 EBOOKS & MATERIALS	20,000.00	128,808.06	30,000.00	429.36
25 EBOOK MEMBERSHIP	10,000.00	10,000.00	10,000.00	100.00
26 FREEGAL MUSIC	0.00	0.00	24,150.00	0.00
27 LANGUAGE LEARNING DATABASE	0.00	0.00	8,900.00	0.00
28 ByWATER / KOHA MAINTENANCE	605.82	30,679.96	32,050.00	95.73
29 EBSCO OPEN ATHENS/NOVELIST	0.00	0.00	8,800.00	0.00
30 ENVISIONWARE / MAINT	653.40	7,218.69	4,090.00	176.50
31 MARCIVE MAINTENANCE	0.00	1,733.00	1,650.00	105.03
32 OPAC MAINT-SYNETICS	0.00	3,638.64	3,650.00	99.69
33 ACCOUNTING SERVICES	0.00	0.00	1,850.00	0.00
34 AUDIT	0.00	3,751.92	3,950.00	94.99
35 LEGAL & PROFESSIONAL SERVICES	0.00	69.00	0.00	0.00
36 SUPPLIES	(173.70)	2,512.22	0.00	0.00
37 LOCAL COURIER	5,681.65	51,134.85	68,179.80	75.00
38 ORBIS COURIER	0.00	2,765.64	3,765.00	73.46
39 Total Expenses	36,767.17	242,311.98	201,034.80	120.53
40 Net Income	(\$ 16,764.61) (\$ 11,116.06) \$		39.00	

Cooperative Information Network
Balance Sheet - 75.00% Time Elapsed
June 30, 2023

Unaudited

ASSETS

Current Assets

MTN WEST - CK BK	\$ 3,108.64
ACCOUNTS REC	<u>39.23</u>

Total Current Assets **3,147.87**

Property and Equipment

Total Property and Equipment **0.00**

Other Assets

MONEY MKT ACCT 2090005920	15,125.62
PREPAID EXPENSES	<u>20,506.09</u>

Total Other Assets **35,631.71**

Total Assets **\$ 38,779.58**

LIABILITIES AND CAPITAL

Current Liabilities

Total Current Liabilities **0.00**

Long-Term Liabilities

Total Long-Term Liabilities **0.00**

Total Liabilities **0.00**

Capital

NET ASSETS	\$ 54,895.64
Net Income	<u>(16,116.06)</u>

Total Capital **38,779.58**

Total Liabilities & Capital **\$ 38,779.58**

Community Library Network Financial Statement Analysis
June 2023 – 75.00% of Time Elapsed

Note: Budget amendments approved at the January 19, 2023, meeting are reflected in the financial statements.

Revenue

Income – Taxes – Property tax income is below expectations for June.

Income – Bond Levy – The law requires that all property tax money go to the Bond until this income line has reached 100%. We have received enough property tax income to satisfy our bond levy.

Income – Sales Tax & Ag Equip – Sales Tax Income is received quarterly. The next quarterly payment will be in August. This line is exceeding budget expectations.

Income – Coop Electric Agreement – This annual payment arrives in July.

Income – Personal Property Replacement – The first semi-annual payment has arrived.

Income – Property Tax Relief – The first semi-annual payment has arrived.

Income – URD Close – A minimal amount of income may continue to trickle in from Urban Renewal District closures.

Income – Copiers/Printers – Copier/Printer income is above budget for June.

Income – Donations – Donation income this month includes generous gifts for Rathdrum and Rainbow Squad. This line is above budget for the year.

Income – Fees – Fee income is below budget for June.

Income – Lost & Paid – Lost and paid income is above budget for June.

Income – Grants – No income this month.

Income – CLN Friends Grants – Grant income this month will purchase candy to be tossed at area parades.

Income – Post Falls Friends Grants – Grant income this month will purchase supplies for “Welcome to the Library” bags for new members.

Income – Interest – Interest income is well above budget for the year due to Mountain West Bank re-evaluating our banking relationship and has increased the interest rate for our ICS account.

Expenditures

Salary Components – The Salary Components, in total for June, are at 73.90% of their budgeted amount. VEBA Health Benefits this month are for an existing staff member being promoted to a vacated full-time position.

Adult Programs – Adult programming is below budget for the month. This line varies quite a bit as programs are planned and presented.

Children's Programs – Children's programming expense is below budget for the month. Expenses this month support Summer Reading.

Collections – Collections spending is just below budget for the month.

Collections – Library of Things – Purchases for Library of Things are picking up but are still under budget.

Communications/Marketing – Expenses this month include the development and purchasing of collateral materials to support Summer Reading and marketing flyers sent out to new residents.

Emerging Tech. Programs – Expenses this month supported Emerging Tech programs.

OCLC/Databases – No expense this month.

Software – The expense this month includes the monthly hosting services for Office 365 and the renewal for anti-theft tracking software for laptops.

Internet Access – Fatbeam is our vendor that brings the internet into our central hub at Post Falls. E-rate discounts are being applied. The negative amount reflects the State of Idaho authorizing reimbursement for six months of charges not supported by e-rate.

Telecom – Fatbeam connects all our facilities to the central hub for internet access. T-Mobile is our hot spot provider. Verizon provides wireless access for the bookmobile and several devices used by facilities staff. E-rate discounts are being applied. The negative amount reflects the State of Idaho authorizing reimbursement for six months of charges not supported by e-rate.

Tech Proc/Office – Tech processing and supplies are above budget for June.

Grants – Expenses this month include purchasing new rugs in the children's area at Rathdrum, supplies for Teen Wellness and Hygiene Hamper programs, and supported summer STEM activities.

Grants – CLN Friends – Expenses this month supports summer reading programs adults, purchased supplies for container gardens at Athol, and replenished inventory for teen hygiene hampers.

Grants – Post Falls Friends – Expenses this month paid for the publication of the Teen Magazine.

Janitorial – Janitorial expenses this month include regular monthly cleaning at all locations.

Library Equip (under \$2500) – Expenses this month include purchasing a laptop and six desktop computers.

Mileage & Vehicle Maint. – Expenses this month include fuel for District vehicles and quarterly mileage reimbursement for some staff.

Outreach Vehicles – Expenses this month include fuel for Outreach vehicles and repairs to the charging and cooling systems on the Discovery Bus.

Repairs & Maint. (as a group) – As a group, repairs and maintenance are at 46.54% for June. Expenses this month include landscape maintenance for all locations, HVAC preventative maintenance at all locations with some repairs at Hayden, Post Falls, and Rathdrum, pest control at two locations, and the down payment for exterior painting at Pinehurst.

Snow Removal – Snow removal expenses have been more than anticipated this year.

Telephones – Telephone expenses are just below budget for June.

Utilities (as a group) – As a group, utilities are at 77.43% for June. This month includes regular expenses for electricity, gas, water, sewer, and garbage. Athol utilities are above budget for June and adjustments for the next fiscal year will be necessary.

Audit – This line is complete for the year.

Bank Svc Chg. – Bank service charge expense is above budget for the month.

Bond Principal Payment – Our bond principal is paid in July.

Bond Interest – The last bond interest payment will be in July.

CIN – We pay our dues to CIN quarterly. The next quarterly payment will be in July. The negative amount reflects making corrections to expense invoices from January.

Courier – We pay our courier payments to CIN quarterly. The next quarterly payment will be in July.

Cont. Education (Tuition) – No expense this month.

Copiers – Copier expenses are paid quarterly and are above budget for the quarter.

Dues – No expenses this month.

Insurance – The second half has been paid. Liability insurance premiums were reduced when ICRMP discontinued their agreement with Payne West to represent the district. This line is complete for the year.

Legal & Professional – This line is above budget for June. Expenses this month include fees for the electronic time-keeping payroll system, legal and e-rate consulting, COBRA administration for a staff member that retired, and participation fees in various community events and parades.

Petty Cash Expense – Petty cash expense is above budget for June.

Postage – Postage is above budget for June. This line will end above budget for the year due to multiple postage rate increases.

Sales Tax Expense – This is paid quarterly based on the amount of income we receive for copier and printer use. This line is above budget for the quarter – just as the income line is that it is derived from.

Storage Rental – Storage rental is above budget for June. A new storage facility company was retained due to a 25% rate increase with the current company. In order to have time to move to the new facility, rent was paid to both companies for the month of February. This line will end the year above budget by approximately 7.5% instead of over by 13.5% if we stayed with the current company.

Training/Conf. Travel – Expenses this month include printing manuals for all Board Trustees.

BALANCE SHEET

Current Assets – Includes month end checking account balances as well as Property Tax Receivable. Property Tax Receivable is examined and adjusted annually by the auditor. Adjustments for FY'22 have been completed.

Property and Equipment

All capital property and equipment balances reflect the current value of the assets. These are examined and adjusted annually by the auditor. Adjustments for FY'22 have been completed.

Land – No change this month

Land improvements – No change this month

Buildings – No change this month

Vehicles – No change this month

Equipment & Furniture – No change this month

Collections – No change this month

Other Assets

Mtn West MMK – Henderson Fund – This account is a fund dedicated to Youth Services purchases in the District.

ICS – This stands for “Insured Cash Sweep” and is the account where we receive the most stable interest on funds we anticipate holding for longer periods of time. The ICS holds the majority of our cash on hand and keeps our funds within the guidelines of FDIC insurance.

CARRF – Our Capital Asset Repair and Replacement available funds appear here. The budgeted FY'23 transfer will be made in September.

CARRF-CDARS – CARRF funds in excess of FDIC insurance limits are held in this group of short-term CD's.

Mtn West MMK – Pinehurst Bequest – This account is a fund dedicated to the Pinehurst library.

Amount to provide for long-term debt – These assets would be used in the event we needed to pay someone their accrued vacation time if they left the District. (See “Accrued Annual Leave” below.)

Current Liabilities

All current liabilities are examined and adjusted annually by the auditor. Adjustments for FY'22 have been completed.

Accrued Payroll Liabilities – a portion of the October payroll included some days in September.

Accrued Annual Leave – This is close to the same amount (\$0.16 difference is due to rounding during the audit process) listed as an asset above and represents our current liability to pay those with accrued vacation time.

Bond Interest Payable – This amount is established annually at the close of the fiscal year through audit adjustments.

Long-Term Liabilities

Bonds Payable – This is the amount currently owed on our bond.

Premium on Bonds Payable – This amount is established annually at the close of the fiscal year through audit adjustments.

Deferred Property Tax Revenue – This is the portion not paid within 60 days of the end of our fiscal year. The amount is established annually at the close of the fiscal year through audit adjustments.

Net Assets

Net Invest in Fixed Assets – This is the value of all the District’s fixed assets minus our bond debt. The amount is established annually at the close of the fiscal year through audit adjustments.

Net Assets – Unrestricted – These are liquid assets. The amount is established annually at the close of the fiscal year through audit adjustments.

Restricted Net Assets – This reflects end-of-year entries through audit adjustments and includes assets for the following restricted funds: Smithsonian and all other unexpended grant monies and dedicated donations.

Janelle Sells
Business Manager

Community Library Network
Income Statement - 75.00% of Time Elapsed
For the Nine Months Ending June 30, 2023

Unaudited	Current Month	YTD Actual	Approved YTD % Amended Budget	Annual Budget
Revenues				
1 INCOME - PROPERTY TAXES	183,136.25	3,247,299.86	4,966,876.00	65.38
2 INCOME - BOND LEVY	0.00	273,960.00	273,960.00	100.00
3 INCOME - SALES TAX & AG EQUIP	0.00	215,226.25	225,000.00	95.66
4 INCOME - COOP ELECT AGRMENT	0.00	0.00	32,750.00	0.00
5 INCOME - PERSONAL PROP RPLCMNT	0.00	16,030.02	27,983.00	57.28
6 INCOME - PROPERTY TAX RELIEF	0.00	32,152.22	67,700.00	47.49
7 INCOME - URD CLOSE	0.00	945.87	0.00	0.00
8 INCOME - COPIERS/PRINTERS	2,959.23	25,309.58	27,000.00	93.74
9 INCOME - DONATIONS	437.24	11,522.63	5,000.00	230.45
10 INCOME - FEES, ETC.	45.00	704.86	1,200.00	58.74
11 INCOME - LOST & PAID BOOKS	683.52	5,834.38	6,000.00	97.24
12 INCOME - GRANTS	0.00	10,174.00	20,000.00	50.87
13 INCOME - CLN FRIENDS	500.00	15,150.00	15,000.00	101.00
14 INCOME - POST FALLS FRIENDS	550.00	11,305.56	10,000.00	113.06
15 INCOME - INTEREST	7,074.88	32,370.48	1,100.00	2,942.77
16 Total Current Revenues	195,386.12	3,897,985.71	5,679,569.00	68.63
Expenditures				
17 SALARIES	250,281.77	2,056,787.51	2,767,825.00	74.31
18 PERSI RETIREMENT BENEFITS	24,007.12	202,892.29	284,636.00	71.28
19 MEDICAL/DENTAL BENEFITS	25,747.43	228,050.45	336,385.00	67.79
20 EMPLOYEE ASSISTANCE PROGRAM	184.83	1,663.47	2,353.00	70.70
21 VEBA HEALTH BENEFITS	1,022.50	62,542.97	63,305.00	98.80
22 EMPLOYMENT TAXES	21,323.11	168,067.41	226,318.00	74.26
23 Total Salaries and Benefits	322,566.76	2,720,004.10	3,680,822.00	73.90
24 ADULT PROGRAMS	806.73	14,965.58	23,000.00	65.07
25 CHILDREN'S PROGRAMS	7,570.40	27,948.25	43,000.00	65.00
26 COLLECT(Bks & Materials)	55,026.73	340,596.31	468,591.00	72.69
27 COLLECT(Library of Things)	581.08	3,067.92	5,000.00	61.36
28 COMMUNICATIONS / MARKETING	319.16	14,806.24	25,000.00	59.22
29 EMERGING TECH. PROGRAMS	34.86	1,596.54	4,000.00	39.91
30 OCLC/DATABASES	0.00	28,250.00	35,470.00	79.64
31 SOFTWARE	2,907.19	58,715.03	96,240.00	61.01
32 INTERNET ACCESS	(2,985.00)	(1,791.00)	11,343.00	(15.79)
33 TELECOM	(11,260.67)	12,322.11	88,730.00	13.89
34 TECH/PROC/OFFICE	8,013.14	50,406.66	62,300.00	80.91
35 GRANT	2,911.10	14,700.62	20,000.00	73.50
36 GRANTS - CLN FRIENDS	887.14	11,268.67	15,000.00	75.12
37 GRANTS - POST FALLS FRIENDS	580.17	8,603.06	10,000.00	86.03
38 Total Programs, Materials and Services	65,392.03	585,455.99	907,674.00	64.50
39 JANITORIAL	10,982.09	96,559.39	151,000.00	63.95
40 LIBRARY EQUIP (UNDER \$2500)	8,640.57	37,974.39	105,000.00	36.17
41 MILEAGE & VEHICLE MAINT.	2,484.86	15,030.50	22,500.00	66.80
42 OUTREACH VEHICLES - R & M	2,401.52	17,880.98	38,300.00	46.69
43 REPAIRS&MAINT/AT	1,820.18	7,221.75	17,800.00	40.57

Community Library Network
Income Statement - 75.00% of Time Elapsed
For the Nine Months Ending June 30, 2023

Unaudited	Current Month	YTD Actual	Approved YTD % Amended Budget	Annual Budget
44 REPAIRS&MAINT/HR	520.14	2,405.41	28,750.00	8.37
45 REPAIRS&MAINT/HL	4,673.34	18,198.23	33,350.00	54.57
46 REPAIRS&MAINT/PK	4,290.00	9,049.50	24,550.00	36.86
47 REPAIRS & MAINT/PF	3,406.29	32,270.03	57,425.00	56.20
48 REPAIRS&MAINT/RA	2,207.44	14,906.93	19,600.00	76.06
49 REPAIRS&MAINT/SL	1,621.72	5,805.12	11,600.00	50.04
50 SNOW REMOVAL	0.00	49,307.37	45,000.00	109.57
51 TELEPHONE	1,450.62	12,989.44	17,850.00	72.77
52 UTILITIES/AT	431.11	5,812.73	6,200.00	93.75
53 UTILITIES/HR	285.37	3,841.30	6,180.00	62.16
54 UTILITIES/HL	2,813.42	25,102.63	32,000.00	78.45
55 UTILITIES/PK	401.12	4,345.61	5,750.00	75.58
56 UTILITIES/PF	2,351.94	36,013.72	46,200.00	77.95
57 UTILITIES/RA	443.49	7,214.31	9,750.00	73.99
58 UTILITIES/SL	375.45	4,841.55	6,500.00	74.49
59 Total Facilities Maintenance	51,600.67	406,770.89	685,305.00	59.36
60 AUDIT	0.00	12,348.08	13,000.00	94.99
61 BANK SVC CHGS	3.42	202.10	250.00	80.84
62 BOND PRINCIPAL PAYMENT	0.00	0.00	240,000.00	0.00
63 BOND INTEREST	0.00	16,980.00	33,960.00	50.00
64 CIN	(8,041.39)	19,123.70	39,115.00	48.89
65 COURIER	0.00	33,902.82	45,204.00	75.00
66 CONT. EDUCATION - (Tuition)	0.00	3,082.58	5,200.00	59.28
67 COPIERS	0.00	6,374.67	8,000.00	79.68
68 DUES	0.00	2,634.00	2,750.00	95.78
69 INSURANCE	0.00	44,603.00	48,482.00	92.00
70 LEGAL & PROFESSIONAL	1,752.80	87,549.19	103,575.00	84.53
71 PETTY CASH EXP	120.00	740.00	850.00	87.06
72 POSTAGE	1,339.99	8,581.30	8,500.00	100.96
73 SALES TAX EXP	541.79	1,518.58	1,620.00	93.74
74 STORAGE RENTAL	350.00	3,432.00	4,140.00	82.90
75 TRAINING/CONF. TRAVEL	1,323.64	10,178.96	35,000.00	29.08
76 Total District General Operations	(2,609.75)	251,250.98	589,646.00	42.61
77 Capital Expenditure from Current Revenues	0.00	49,229.95	51,420.00	95.74
78 CARRF Fund Transfer from Current Revenues	0.00	0.00	373,859.00	0.00
79 Total Capital Investment	0.00	49,229.95	425,279.00	11.58
80 Total Current Expenditures	436,949.71	4,012,711.91	6,288,726.00	63.81
81 Total Current Revenues	195,386.12	3,897,985.71	5,679,569.00	68.63
82 Total Current Expenditures	436,949.71	4,012,711.91	6,288,726.00	63.81
83 Net: Current Revenues less Current Expenditures	(241,563.59)	(114,726.20)	(609,157.00)	

Additional expenditures to be paid from acceptance of additional carryforward funds at January 19, 2023 Board Meeting

Community Library Network
Balance Sheet - 75.00% of Time Elapsed
June 30, 2023

Unaudited

ASSETS

Current Assets

MTN WEST-CK BK	\$ 8,333.67
ACCTS REC	86,398.90
PROPERTY TAX RECEIVABLE	<u>486,528.00</u>

Total Current Assets **581,260.57**

Property and Equipment

LAND	268,512.00
LAND IMPROVEMENTS	53,045.23
ART	8,785.00
BUILDINGS	9,163,053.62
VEHICLES	478,300.94
EQUIP & FURNITURE	336,578.17
COLLECTIONS	5,127,103.77
ACCUM DEPREC	<u>(8,917,774.79)</u>

Total Property and Equipment **6,517,603.94**

Other Assets

MNT WEST MMK - HENDERSON FUND	5,473.31
ICS	2,570,078.11
CARRF	221,139.43
CARRF - CDARS	234,467.14
MNT WEST MMK-PINEHURST BEQUEST	134,591.66
AMT TO PROV FR LONG TERM DEBT	<u>106,076.74</u>

Total Other Assets **3,271,826.39**

Total Assets **\$ 10,370,690.90**

LIABILITIES AND NET ASSETS

Current Liabilities

Accrued Payroll	\$ 48,146.00
ACCRD ANNL LV	106,076.90
BOND INT PAYABLE	<u>5,659.48</u>

Total Current Liabilities **159,882.38**

Long-Term Liabilities

BONDS PAYABLE	760,000.00
PREM ON BNDS PAY	735.31
DEFERRED PROPERTY TAX REVENUE	<u>468,102.00</u>

Total Long-Term Liabilities **1,228,837.31**

Total Liabilities **1,388,719.69**

Community Library Network
Balance Sheet - 75.00% of Time Elapsed
June 30, 2023

Unaudited

NET ASSETS

NET INVEST IN FIXED ASSETS	5,701,982.51
NET ASSETS-UNRESTRICTED	2,990,050.04
RESTR NET ASSETS	339,578.91
CARRF	15,856.00
NET INCOME	<u>(65,496.25)</u>

Total Net Assets **8,981,971.21**

Total Liabilities & Net Assets **\$ 10,370,690.90**

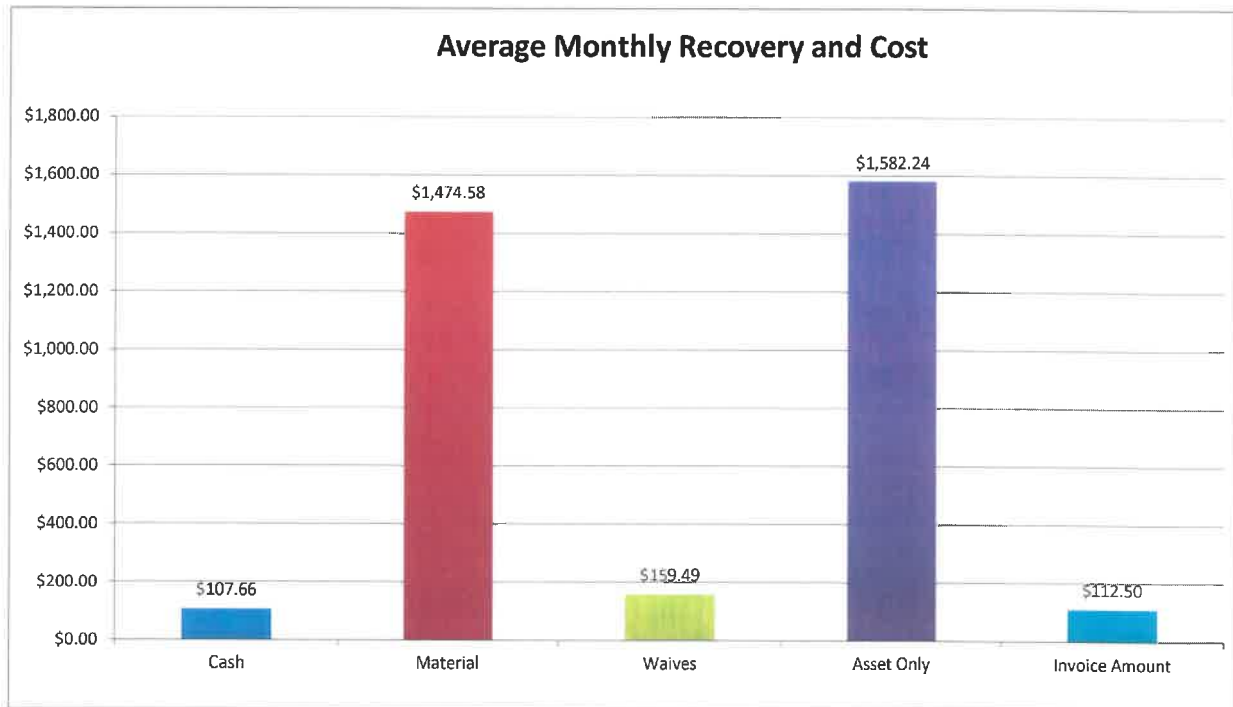


Monthly Recovery Statistics: Community Library Network

7/2022 Through 6/2023

Month	Cash	Material	Waives	Total	Assets Only	Invoice Amount
June-23	\$40.00	\$390.80	\$69.10	\$499.90	\$430.80	\$50.00
May-23	\$60.00	\$575.65	\$0.00	\$635.65	\$635.65	\$58.25
April-23	\$107.99	\$1,697.23	\$478.98	\$2,284.20	\$1,805.22	\$50.00
March-23	\$183.00	\$1,848.21	\$863.85	\$2,895.06	\$2,031.21	\$116.50
February-23	\$206.97	\$694.77	\$16.00	\$917.74	\$901.74	\$50.00
January-23	\$264.98	\$3,008.82	\$17.00	\$3,290.80	\$3,273.80	\$267.95
December-22	\$128.98	\$1,332.78	\$149.50	\$1,611.26	\$1,461.76	\$151.45
November-22	\$75.00	\$1,062.81	\$0.00	\$1,137.81	\$1,137.81	\$128.15
October-22	\$89.97	\$958.65	\$33.00	\$1,081.62	\$1,048.62	\$186.40
September-22	\$60.00	\$1,509.65	\$76.90	\$1,646.55	\$1,569.65	\$81.55
August-22	\$30.00	\$3,058.49	\$164.95	\$3,253.44	\$3,088.49	\$93.20
July-22	\$45.00	\$1,557.13	\$44.55	\$1,646.68	\$1,602.13	\$116.50

Total	\$1,291.89	\$17,694.99	\$1,913.83	\$20,900.71	\$18,986.88	\$1,349.95
Average	\$107.66	\$1,474.58	\$159.49	\$1,741.73	\$1,582.24	\$112.50
Total ROI: \$15:1						



COMMUNITY LIBRARY NETWORK

June-23

	<u>AT</u>	<u>BK</u>	<u>HR</u>	<u>HL</u>	<u>PF</u>	<u>PK</u>	<u>RA</u>	<u>SL</u>	<u>Total</u>
<u>TOTAL CIRCULATION</u>	5672	1945	2783	36066	36064	7256	11199	5558	106543
CIRC LAST YEAR	5539	1615	2558	33661	34099	6995	10302	5316	100085
YEAR TO DATE CIRC	48885	24807	19946	313294	309316	67314	96861	48677	929100
YEAR TO DATE CIRC LAST YEAR	47580	23027	19220	287494	284710	58099	88618	49183	857931
<u>PHYSICAL ITEMS CIRCULATION</u>	4006	1755	1103	24277	22943	2622	7059	2964	66729
CIRC LAST YEAR	3774	1518	1197	23763	22563	2370	7110	2920	65215
YEAR TO DATE CIRC	34175	24032	9952	211313	199419	24025	60576	26531	590023
YEAR TO DATE CIRC LAST YEAR	32740	22175	10562	203684	191026	20795	56606	24573	562161
<u>OVERDRIVE EBOOK DOWNLOADS</u>	245	28	51	2443	1920	200	786	133	5806
EBOOK CIRC LAST YEAR	259	47	38	1968	1802	201	514	72	4901
<u>OVERDRIVE EAUDIO DOWNLOADS</u>	363	33	56	2572	2499	237	1016	231	7007
EAUDIO CIRC LAST YEAR	333	46	32	2007	1995	192	737	213	5555
TOTAL MONTHLY CIRC	608	61	107	5015	4419	437	1802	364	12813
TOTAL MONTHLY CIRC LAST YEAR	592	93	70	3975	3797	393	1251	285	10456
YEAR TO DATE TOTAL CIRC	6093	641	795	42639	38603	3476	14261	2675	109183
YEAR TO DATE TOTAL CIRC LAST YEAR	4634	655	695	34024	31066	3224	11056	1987	87341
<u>FREEGAL USAGE</u>	15	129	0	1392	1707	2283	660	351	6537
CIRC LAST YEAR	122	4	0	1095	1264	2074	151	176	4886
YEAR TO DATE CIRC	236	134	0	14497	12803	20120	7106	2759	57655
YEAR TO DATE CIRC LAST YEAR	956	197	435	13317	11140	13875	5265	3306	48491
<u>INTERNET & COMPUTER USE</u>	1043	N/A	1573	5382	6995	1914	1678	1879	20464
USE LAST YEAR	1051	N/A	1291	4828	6475	2158	1790	1935	19528
YEAR TO DATE CIRC	8381	N/A	9199	44845	60845	19693	14918	16712	174593
YEAR TO DATE CIRC LAST YEAR	9250	N/A	7528	36468	51478	20205	15691	19317	159937
<u>MATERIALS ADDED</u>	136	87	84	769	716	133	203	91	2219
YEAR TO DATE	1105	744	827	7169	6499	1130	1673	996	20143
YEAR TO DATE LAST YEAR	1350	795	1082	8023	7509	1153	1724	1288	22924
<u>NEW PATRONS</u>	17	8	7	183	187	13	71	24	510
NEW PATRONS LAST YEAR	29	10	7	206	231	9	70	31	593
YEAR TO DATE	222	174	33	1485	1479	117	477	189	4176
YEAR TO DATE LAST YEAR	238	169	46	1298	1522	109	535	199	4116
<u>CURRENT CARDHOLDERS</u>	2260	1726	401	13501	19878	1901	5391	1865	46923
<u>PEOPLE COUNTER</u>	2363	675	563	11184	14510	2200	4334	1952	37781
COUNTER LAST YEAR	1992	660	514	10572	15107	2008	4557	2608	38018
YEAR TO DATE	16514	10195	4104	94885	132133	18259	37322	18267	331679
YEAR TO DATE LAST YEAR	13480	9103	3854	83005	118647	15219	34530	21369	299207
<u>ADULT PROGRAMS</u>									
IN HOUSE ADULT PROGRAMS HELD	3	N/A	2	27	24	18	19	4	97
PROGRAM ATTENDANCE	17	N/A	9	221	229	70	77	41	664
ATTENDANCE LAST YEAR	17	N/A	30	230	156	21	39	37	530
OUTREACH ADULT PROGRAMS HELD	0	3	0	0	0	0	0	0	3
PROGRAM ATTENDANCE...	0	21	0	0	0	0	0	0	21
ATTENDANCE LAST YEAR	0	14	0	0	0	0	0	5	19
TOTAL ADULT PROGRAMS HELD	3	3	2	27	24	18	19	4	100
TOTAL PROGRAM ATTENDANCE/VIEWS	17	21	9	221	229	70	77	41	685
YEAR TO DATE ALL PROGRAMS	40	72	65	210	231	117	130	40	905
YEAR TO DATE TOTAL ATTENDANCE	282	446	204	1846	2419	367	800	334	6698
YEAR TO DATE ALL PROGRAMS LAST YEAR	11	15	54	76	66	98	60	24	404
YEAR TO DATE TOTAL ATTENDANCE LAST YEAR	82	75	223	525	836	427	324	242	2734
<u>ONLINE VIDEO PROGRAMMING</u>									
NEW VIDEOS UPLOADED - YOUTH SERVICES									0
TOTAL VIDEO VIEWS - YOUTH SERVICES									1329
NEW VIDEOS UPLOADED - ADULT PROGRAMS									0
TOTAL VIDEO VIEWS - ADULT PROGRAMS									1781
<u>MEETING ROOMS</u>									
# OF TIMES MEETING ROOM USED [LIBRARY]	0	N/A	N/A	2	52	17	19	10	100
MEETING ROOM ATTENDANCE	0	N/A	N/A	28	976	62	77	137	1280
# OF TIMES MEETING ROOM USED [NON-LIBRARY]	0	N/A	N/A	9	21	0	0	1	31
MEETING ROOM ATTENDANCE	0	N/A	N/A	66	277	0	0	4	347

Media Coverage
June 13- July 13, 2023

- 06/14 Book Banning: Conservatives don't support it- CDA Press, Letter to Editor
- 06/16 With the new chair, rural North Idaho's Community Library Network is now in the hands of a far-right majority Spokesman Review
- 06/16 Community Library Network Giving Parents Control of Kids Library Access KXLY
- 06/20 Certainly a Concern: Community Library Network board holds Executive Session to consider new legal staff- KXLY
- 06/21 Community Library Network is seeking a new attorney CDA Press
- 06/23 Library network to retain Boyles Law Firm CDA Press
- 06/29 Hayden gears up for safe summer cycling CDA Press
- 07/12 Library Network: Small libraries could be closed CDA Press, Letter to the Editor
- 07/12 Changes coming to the library material policy in North Idaho KXLY

BOOK BANNING: Conservatives don't support it

SharePrint

| June 14, 2023 1:00 AM

In response to Reid Harlocker's letter of June 11, "book banning" is not on the agenda of IFF, KRCC or the parents who have been protesting the penetration of gender and racist ideology in the public schools, including here. As they do so often, leftists misrepresent conservative positions, give them snappy names (Book Banning, Don't Say Gay) then invoke the devil (powerbrokers, money men, fascist dogs, etc.).

Book-banning is reprehensible and illegal under the First Amendment, full stop. Government has no right to exercise prior restraint on publishers or ban the sale of books. Government does have the right to determine what material is appropriate to present in its libraries and curricula, and even to prevent a purveyor of publications of "prurient interest" from setting up shop in certain parts of town, based on community standards.

This used to be hum-drum common sense until the strange ideas that America was founded on slavery and that gender is fluid infected our private and public schools of education and found their way to Washington.

Authoritarianism? Who is re-writing the beautiful English language by redefining its pronouns and insisting that we all adopt them? Who assaulted Riley Gaines for exercising her right of free speech?

All of the books that Harlocker is concerned about are available at brick-and-mortar and online bookstores. If Harlocker thinks that books presenting instruction and depiction of fellatio and anal sex are appropriate content for schools to present to kids, he should tell us why.

DAVID deMILO

Coeur d'Alene

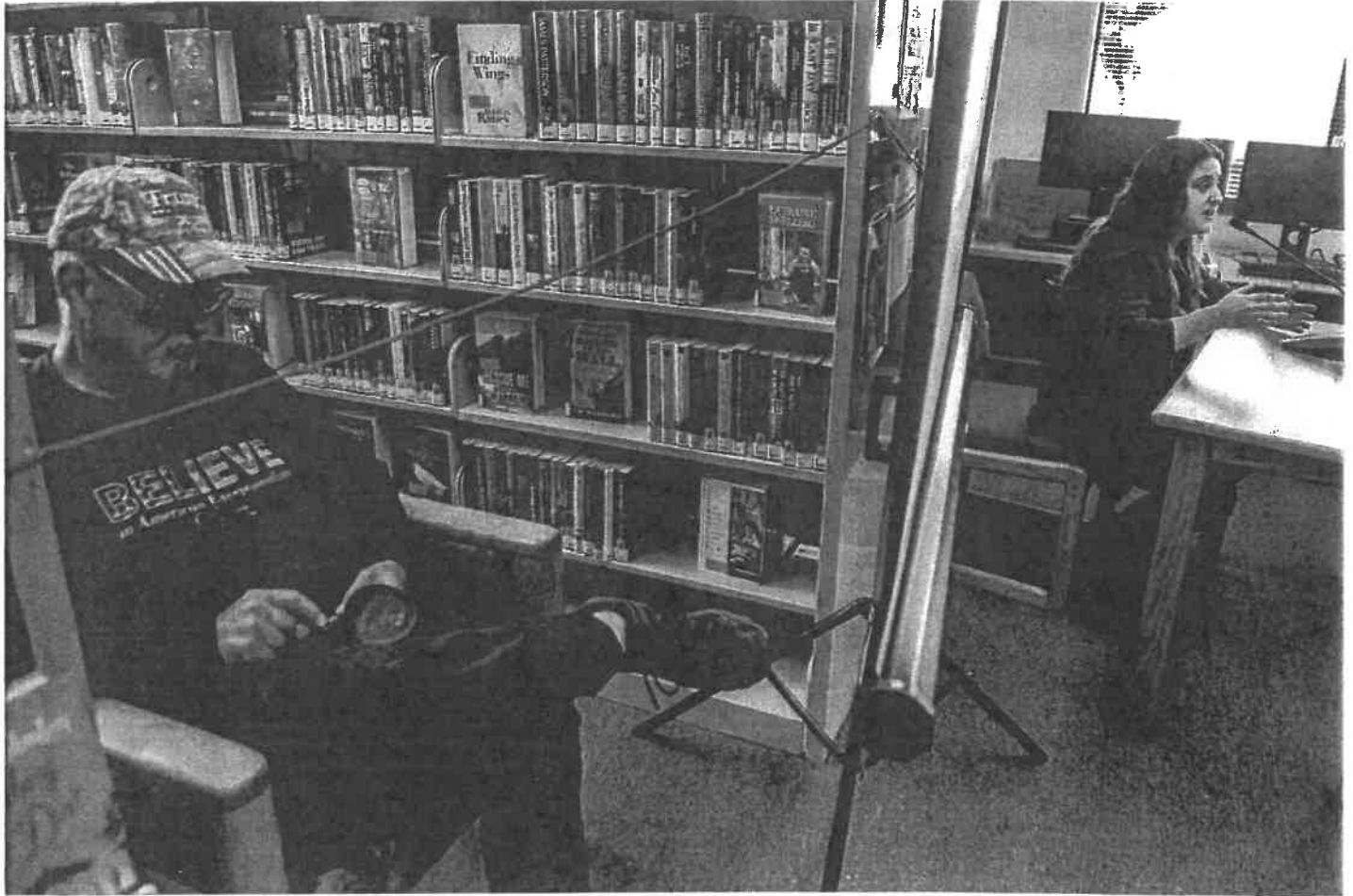
THE SPOKESMAN-REVIEW

Washington Idaho

NEWS > IDAHO

With a new chair, rural North Idaho's Community Library Network is now in the hands of a far-right majority

June 15, 2023 | Updated Thu., June 15, 2023 at 8:49 p.m.



"I don't believe in addressing issues by tearing the community apart," says former Spirit Lake library employee Katherine Alapai, right, as she addresses the board during the Community Library Network meeting on Thursday in Spirit Lake. (KATHY PLONKA/THE SPOKESMAN-REVIEW) [Buy this photo](#)



By James Hanlon 
jamesh@spokesman.com

After seating two new members and electing a new chair Thursday morning, control of the Community Library Network in North Idaho has shifted to a new majority with plans to restrict books from children.

The board rejected the recommendation of a nominating committee to retain longtime trustee Katie Blank as chair and to elect Rachelle Ottosen as vice chair.

Instead, the board elected Ottosen as chair and new board member Tom Hanley as vice chair.

Board member Vanessa Robinson, who made up the nominating committee along with outgoing member Judy Meyer, said she was “shocked,” since she met with each board member individually and thought they were all on the same page.

“Each person agreed, with so much change happening, it would be a prudent move to keep as much leadership in place as possible,” Robinson said.

The Community Library Network serves seven libraries in Kootenai County outside of Coeur d’Alene, and part of Shoshone County.

A small crowd filled the tiny Spirit Lake branch to capacity Thursday, leaving some people standing in the stacks. At the meeting, Ottosen said she did not want to be chair, but that she would accept the job.

“I don’t want to be chair, but the voters have asked for a change in direction,” she said.

During public comment before the meeting, several librarians and former librarians defended the role of libraries and the importance of fighting against censorship.

Hanley and Tim Plass were elected to the board in May, replacing moderates Meyer and Regina McCrea. Hanley and Plass campaigned on keeping explicit books out of children and teen sections. They agreed Ottosen was more in line with the direction they want to take the board.

Ottosen has been vocal against LGBTQ programs and books for children. She also testified to the Idaho Legislature in support of recent obscenity bills targeting libraries and librarians.

Blank said that as chair, she has done her best to make sure the board follows the law, follows parliamentary procedure and “stays fair and respectful to the entire community,” and that she would continue to do so if she remained the chair.

Hanley said the board still has access to Blank’s institutional knowledge as a board member.

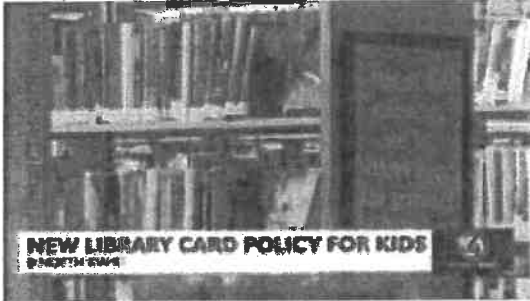
“Katie is definitely knowledgeable and capable, but it has been made progressively harder for me to get things on the agenda, and that’s a primary concern right now,” Ottosen said.

https://www.kxly.com/news/community-library-network-giving-parents-control-of-kids-library-access/article_a21ce2e0-0ca4-11ee-9abc-6bcce7e6dad4.html

1

- [Brontë Sorotsky](#) Jun 16, 2023 Updated Jun 16, 2023

4 News Now's Brontë Sorotsky is reporting from Post Falls where the Community Library Network has changed their policies to give North Idaho parents more power



POST FALLS, ID. -- For months, people have been showing up at libraries in North Idaho, upset over books in the children's section.

It's forced them to change the way children can access certain parts of the library, and in just a few weeks, they'll roll out their "library cards for minors policy."

Starting July 1, parents have the option to come in and select the open access or child-limited card.

This new library card for minors policy gives parents the option to monitor their kids' access in these libraries. It just scrapes the surface of what libraries have to deal with, when it comes to access.

“The chair position is a lot more than you think,” Robinson told Ottosen. “I honestly don’t think you are up for that position.”

Ottosen said she hopes someone else will take over the chair a year from now, and that it will be good training for Hanley to be vice chair.

Both Plass and Hanley said during their campaigns they’d like to review books on a list created by CleanBooks4Kids.com.

The website has been a rallying cry for concerned parents and has listed books that are part of the library network’s catalog, along with pictures and excerpts from those books.

A message on the website now reads: “Due to an upcoming change of board members in the Community Library Network, the sexually-explicit books for minors found in our local libraries will likely be reclassified to Adult. Due to those pending changes, this site will be down while revisions are made.”

Since December 2021, the library network has received 13 forms from citizens requesting certain library materials be reconsidered, executive director Alexa Eccles said. One item, a children’s book about racial injustice called “Something Happened in our Town,” was appealed to the board in May. The board determined to keep the book classified in the juvenile fiction collection.

James Hanlon's reporting for The Spokesman-Review is funded in part by Report for America and by members of the Spokane community. This story can be republished by other organizations for free under a Creative Commons license. For more information on this, please contact our newspaper's managing editor.

THE SPOKESMAN-REVIEW

Local journalism is essential.

Give directly to The Spokesman-Review's Northwest Passages community forums series -- which helps to offset the costs of several reporter and editor positions at the newspaper -- by using the easy options below. Gifts processed in this system are not tax deductible, but are predominately used to help meet the local financial requirements needed to receive national matching-grant funds.

"We have had some protestors at our local libraries," Cassie Robertson, Communications Coordinator for the Community Library Network in North Idaho.

Librarians with the Community Library Network serve all members of the community, and say in the last few years, that's only gotten harder.

"The library has been under a lot of scrutiny lately, and ultimately what myself and all of our staff wants is just to be a safe place for kids in our community, and I hope and see that we are," Robertson said.

Over the last year and a half, library board meetings have been swarmed with concerned community members, alleging the libraries carry inappropriate books in the children's section. As a result, some changes are coming to the Community Library Network.

Starting July first, parents can get specific library cards for their kids-- for either the children's collection, teen collection, or open access to the entire library.

Putting the decisions in the hands of the parents.

"Now as a parent myself, I can see all of the books that my child has, I have that access, already. So, we're not changing anything like that, this is just giving parents an option, between the two cards," Robertson said.

She says uproar over content in the children's section is a problem everywhere, not just in North Idaho.

"This isn't just happening in our libraries, book bans and censorship are happening across the country, some libraries, their issue may be drag queen bingo, some libraries might be censorship on books."

Since 2021, the Community Library Network has received thirteen requests to reconsider books in the children's section. The Community Library's new director was

not available for comment, but 4 News Now plans to speak with her in detail next week.

https://www.kxly.com/news/certainly-a-concern-community-library-network-board-holds-executive-session-to-consider-new-legal-staff/article_1816644a-0fce-11ee-a0b8-0749bdceca51.html

'Certainly a concern': Community Library Network board holds Executive Session to consider new legal staff

June 20th

RATHDRUM, ID. – Less than a week after the Community Library Network board elected a new chair, it could face even more changes to library staff.

Tuesday afternoon, the Board of Trustees held an executive session at the Rathdrum library, and on the agenda was the discussion to hire a new legal team, despite already having one.

The item left some trustees confused and concerned.

"That's certainly a concern," said Katie Blank, a board member and former board chair. "What does it say? Individual agent or legal age or something like that? And we have hundreds, that's certainly a concern", Blank said.

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"That's certainly a concern," said Katie Blank, a board member and former board chair. "What does it say? Individual agent or legal age or something like that? And we have hundreds, that's certainly a concern", Blank said.

Katie Blank was the board chair for the Community Library Network, but as of last week, that position was turned over to Rachelle Ottosen.

Blank already has concerns over changes happening within the library system.

"That's my concern, as a trustee as well, I don't think the agenda is transparent at all. And I'm very concerned about that," she said.

With a new chair, 4 News Now pushed to get answers about potential changes that could be coming to the library network.

Initially, Ottosen wrote us an email saying that "the current Community Library Network attorney has recently advised us that it's basically best to never discuss anything library with anyone."

It wasn't just Blank that said she was left in the dark, the director of the Community Library Network says she was too.

"I don't know anything at this point," said Alexa Eccles, Director of the Community Library Network.

Information was limited due to this being an executive session, but 4 News Now plans to continue following up on the changes that could be coming to the library network.

No votes were taken on Tuesday.

The next board meeting will be this Thursday in Post Falls from 2 p.m. to 4 p.m.

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Trustees of the Community Library Network board speak in open session for a few minutes Tuesday before going into a nearly two-hour executive session at the Rathdrum Library. It was disclosed the board is seeking new legal counsel.

DEVIN WEEKS/Press

By **DEVIN WEEKS**

Staff Writer | June 21, 2023 1:07 AM

RATHDRUM — The Community Library Network is seeking a new attorney.

A sparse agenda prompted the former chair of the network board, Katie Blank, to question why a special meeting was held Tuesday at the Rathdrum Library.

"I thought it was supposed to be a budget discussion, but I don't really quite know why it did get called," Blank said. "I can't tell from the agenda much what it is about and I don't know if all other board members know exactly why it was called."

After much back-and-forth, Chair Rachele Ottosen disclosed the missing detail.

"We would like to engage a new attorney," Ottosen said.

The agenda simply read that the board would go into a 120-minute executive session, per Idaho Code 74-206 "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: Individual Agent (Legal)."

Blank said if board members don't even know what is on the agenda, how is the public supposed to know?

"That's of real concern to me," Blank said, referring to the emphasis on transparency in Idaho's Open Meeting Law.

"This agenda feels very non-transparent," Blank said. "If it isn't actually violating open meeting law, then it certainly seems to be violating its intent."

Ottosen, Vice Chair Tom Hanley and Trustee Tim Plass seemed under the impression the "individual agent" agenda item detail did not have to be discussed outside of executive session, which is held privately from the public.

Community Library Network Director Alexa Eccles said the agenda should be as specific as possible.

The board then went into executive session for nearly two hours and came out to announce that the discussion regarding a new attorney would be held at a later time. The

board's current counsel, Katharine Brereton, has served the board since at least 2020 and through three Community Library Network directors.

This was the first official meeting of the board following officer elections at the June 15 meeting, during which Ottosen unseated Blank as chair and newcomer Hanley was elected vice chair.

The officers were elected during a June 15 meeting, after the board majority shot down recommendations from the nominating committee, which comprised former longtime board member Judy Meyer and current Trustee Vanessa Robinson.

As part of the committee, Robinson said at the June 15 meeting she was pleased everyone seemed to be on board with the committee's recommendation to keep Blank as chair and elect Ottosen to vice chair, as Ottosen had said she did not want to be chair.

"Each person agreed that with so much change happening at the CLN, it would be a prudent move to keep as much leadership in place as possible," Robinson said. "I was very pleasantly surprised with that, from everybody."

The conversation changed as Hanley said he was led to believe Ottosen didn't want to be chair, but that he would support her if she did want to take on that role. He said Ottosen is more inclined to think the way he and Plass do.

"I don't want to be chair, but the voters have asked for a change in direction, so I would entertain that," Ottosen said.

Robinson said she was shocked.

"I met with every person, and this is not what I was told from each of you," she said.

"The chair position is a lot more than you think," Robinson said to Ottosen. "I honestly don't think you're up for that position, period."

The majority voted in favor of Ottosen taking over as chair, as well as Hanley moving into vice chair.

"I can't imagine coming on a board brand new and accepting a position as responsible as vice chair as a brand new person," Blank said.

Ottosen said it would be good training for Hanley, who might take over as chair in a year. Hanley commented that even though Blank would not be chair, she would still be on the board and could coach Ottosen on chair responsibilities.

"That's pretty rich," Robinson said. "You're literally saying you don't trust Katie to be chair for one year while you guys learn but also, as you kick her out, you want her to help, which she's the type of person that would help, but that's rich."

Hanley said no one would be slighted if they don't get the position they want.

"It's not about being slighted," Robinson said. "It's about the whole board falling apart. That's what I'm worried about."

The board is expected to have a budget discussion when it meets again from 2 to 4 p.m. Thursday at the Post Falls Library, 821 N. Spokane St.

<https://cdapress.com/news/2023/jun/23/library-network-to-hire-boyles-law/>

Library network to retain Boyles Law Firm

Staff Writer | June 23, 2023 1:08 AM

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Community Library Network trustees voted 2-1 to hire the Boyles Law Firm as its new counsel Thursday during a special meeting. From left: Chair Rachelle Ottosen, Vice Chair Tom Hanley and trustees Tim Plass and Vanessa Robinson.

DEVIN WEEKS/Press

By **DEVIN WEEKS**

Staff Writer | June 23, 2023 1:08 AM

POST FALLS — Community Library Network trustees voted 2-1 Thursday to retain the Boyles Law Firm as the network's legal counsel.

D. Colton Boyles is one of the attorneys being considered for hire by the North Idaho College board of trustees.

Tim Plass and Tom Hanley voted in favor of hiring Boyles. Vanessa Robinson cast the dissenting vote. Katie Blank was not present.

The attorney who previously represented the library network, Katharine Brereton of Lake City Law, LLC, submitted her resignation earlier in the day after the agenda for Thursday's meeting was amended late Wednesday afternoon to include "disengaging a library attorney" and "engaging a library attorney."

"This is a disappointing end to the relationship, but the library has a right to employ legal counsel that aligns with its objectives," Brereton said after the meeting Thursday. "In the past week, I've come to understand that's not me."

The move was surprising to some, as it was only first briefly mentioned by the new board chair, Rachelle Ottosen, at the end of the June 15 meeting that the board would seek to replace Brereton.

No request for qualifications process was conducted to select new legal counsel.

"It's a nay because this has just been a rushed situation," Robinson said when casting her vote, adding that no other firms were allowed to participate.

Based in Sandpoint, Boyles was one of five Republican attorneys nominated by members of the Kootenai County Republican Central Committee to replace Barry McHugh as Kootenai County Prosecutor. Commissioners selected another candidate. Boyles represented former Idaho Lt. Gov. Janice McGeachin when she was successfully sued by the Idaho Press Club for improper denial of public records requests.

Brereton said she resigned because she respects the position.

"I wish the library and its staff all the best," she said.

Visit communitylibrary.net for agendas and meeting information.

<https://cdapress.com/news/2023/jun/29/hayden-gears-safe-summer-cycling/>

Hayden gears up for safe summer cycling

June 29th

By **JOSA SNOW**

Staff Writer | June 29, 2023 1:08 AM

Deputy Tanner Cox of the Kootenai County Sheriff's Office brought a scooter-riding Annabelle Losee, 4, to a screeching halt Wednesday in the Hayden Library parking lot.

"What do you do when you get to the end of a driveway," Cox asked Annabelle, along with about 100 other kids who made their way through the bicycle course. "We look both ways, that's right. Do you see any cars? Is that car moving?"

The city of Hayden organized the bike course as part of the annual Hayden Bike Rodeo, an event geared to teach kids bicycle safety, provide bicycle maintenance and to give kids helmets.

The bike course wound through the library parking lot, littered with obstacles to teach kids safety tips.

A bus driver showed how to peddle around cars. Cox taught how to safely leave a driveway, and J.D. White taught kids to look both ways at a stop sign or to cross a street.

"What do you do at a stop sign?" White asked. "That's right, look both ways. And what are you looking for? Cars and what else?"

The course was also designed to hone skills, like dodging stuffed animals or merging into one lane.

And while kids loved running the obstacle course, parents loved getting free stuff.

Kids could get a free bike tune-up by Mountain View Cyclery or a free helmet from Kootenai Health.

“We look at kids who have a helmet,” Kootenai Health injury prevention coordinator Kelly Bourland said. “If they already have a helmet, we look at it to see if it’s damaged. If they don’t have a helmet we provide them with a helmet.”

Bourland and volunteers from Kootenai Health brought 110 helmets to donate to kids and the city expected around 150 to attend.

Hayden recreation coordinator Jen Arrotta offered small grab bags with free movie tickets and fruit snacks, and everyone got a bottle of water.

Other volunteers helped kids make license plates with stamps, complete with lots of reflective stickers.

Griffin Thomas, 5, pointed out the flashy reflectors on his new, very blue helmet and on the license plate he put on the front of his bike.

“You wouldn’t believe how fast I can go!” Griffin said, smiling wide while sitting on his bike and itching to ride the obstacle course.

Griffin’s mom, Jennifer Thomas, brought him and 7-year-old sister Beckett to the rodeo.

“It’s just a fun activity to do,” Thomas said. “The kids are out of school, it’s a beautiful day. We wanted to get together with friends and ride bikes.”

<https://cdapress.com/news/2023/jul/12/library-network-small-libraries-could-be-closed/>

LIBRARY NETWORK: Small libraries could be closed

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| July 12, 2023 1:00 AM

Community Library Network district manager, Alexa Eccles, stated at a recent special trustee meeting that the smaller libraries (Harrison was mentioned) might be closed and other locations may have reduced hours in order to balance the 2024 budget.

The library network board held special meetings July 6 and 7 to discuss resolution of a \$200,000+ deficit caused by inflation in all areas of library operation. This deficit, to a large extent, was caused by an increase in personnel costs to meet local competition. Personnel costs are over 60% of the almost \$6 million budget.

Normally, a deficit like this would be resolved by taking up to 3% in additional property tax revenue. But the two newly elected trustees, Tom Hanley and Tim Plass, repeatedly said during the meeting that they would not allow the library to request the tax funds, about \$130,000 at this time. Hanley and Plass were endorsed and their campaigns largely financed by the Kootenai County Republican Central Committee. The two endorsees have no background or experience with library systems like the CLN.

The tax increase will not completely solve the problem; however, other actions, along with the increase, should result in an acceptable continuation of library service levels to all communities served by the network.

The CLN has not taken the 3% increase available to it annually for the last three years. Considering the current rate of inflation, a 3% increase is reasonable and appropriate as the district has not taken the full amount for the last four years.

The CLN board has five members. It takes three votes to approve the additional funds. It is very important that residents of Kootenai County encourage support for the 3% to continue the level of library service to all of our communities.

ROBERT FISH

Past Trustee

Community Library Network

https://www.kxly.com/video/changes-coming-to-library-material-policy-in-north-idaho/video_803b295c-a41c-5f83-a379-61463b9df93d.html

Changes coming to library material policy in North Idaho Jul 12, 2023

POST FALLS, Idaho -- Special events like live musical performances and the bookmobile put on through the Community Library Network could get scrapped if the board cannot balance its budget in the next three weeks.

During the last board meeting, the board proposed significant changes to the library network, including talks to break off from the American Library Association.

These talks concern some who use the library.

"I don't agree with it, we have the constitution of the United States, that's government speech so it is restricting," said Tom Barrett, a local parent.

The board elected Rachele Ottosen just a few weeks ago, unseating longtime trustee Katie Blank. During last Friday's board meeting, Ottosen added an action item to give the board the power to choose the books that go into the library rather than the library network's director and staff members.

"I would like to amend the material selection policy. First of all, something that stood out to me on page 1, it says the responsibility for the selection of library materials rests ultimately with the library director. I remember reading in the trustee manual, that by law it actually rests with the Board of Trustees" Ottosen said.

Her action item drew immediate concern from the board, who couldn't find that information in the trustee manual. Ottosen could not identify where it was stated.

Board member Vanessa Robinson questioned what this proposed policy would mean for the board.

“So, are you saying in the responsibility for the selection of library materials rests ultimately with the Board of Trustees, does that mean that we would have to review every book that comes through our doors?”

Ottosen replied that it would mean the board would only be as responsible in as much as making the policy.

Robinson then went on to read the trustee manual on material selection, which stated that “under the director's guidance, selection is delegated to professional collection, development and development library staff who are qualified by education, training, and experience.”

During the meeting, Ottosen also proposed breaking away from the American Library Association, something Vice-Chair Tom Hanley was in support of.

“I do feel a little uncomfortable supporting an organization that’s fighting against what we want to do,” said Tom Hanley, Vice-Chair.

And drew concern from others.

“It has far more impact on public libraries not only in this country but nationally, and internationally. Right now there seems to be some feeling that it is a super liberal organization, but I'm not sure we all have a complete understanding of what it does,” said Katie Blank, a Board Member and former board chair.

One of the biggest issues discussed at this meeting was the budget, if the board is unable to balance it within the next few weeks, library programs could get cut.

“If you took half this budget away, we would probably no longer have any of our special big events, such as concerts, canning, beekeeping, those skill-building classes,” said Lindsey Miller-Escarfuller, Assistant Director for the Community Library Network.

Another thing Barrett fears with all of the changes happening within the libraries.

"I actually like that this community library network does is that bookmobiles, so they actually do visit her school and all the other schools in the area and I'm afraid that would be gone,"

The next board meeting will take place on Friday, and community members are concerned these changes are taking the library in a dangerous direction.

"Well, have you seen the mess at NIC?" Barrett says.

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Summary of Meetings

Common practice, 2 hours of prep per board meeting

Calculation: Meeting time, plus two hours prep

Example: June 15, 2023 9am to 12pm. $3 \times 2 = 6$ hours + meeting time = 9 hours

Board Member Responsibility-

Able to attend monthly and special meetings and spend about five to ten hours per month on District business IC-33-2720

June 15 (Regular) 9:00am-12:00pm	Spirit Lake	$3 \times 2 = 6 + 3 = 9$ hours
June 20 (Special) 2:30-4:30pm	Rathdrum	$2 \times 2 = 4 + 2 = 6$ hours
June 22 (Special) 2:00-4:00pm	Post Falls	$2 \times 2 = 4 + 2 = 6$ hours
July 6 (Special) 2:00-4:00pm	Post Falls	$2 \times 2 = 4 + 2 = 6$ hours
July 7 (Special) 2:00-4:00pm	Post Falls	$2 \times 2 = 4 + 2 = 6$ hours
July 14 (Special) 2:00:400pm	Post Falls	$2 \times 2 = 4 + 2 = 6$ hours
July 17 (Special: Budget) 2:00:400pm	Post Falls	$2 \times 2 = 4 + 2 = 6$ hours
July 18 (Special: Budget) 2:00:400pm	Post Falls	$2 \times 2 = 4 + 2 = 6$ hours
July 20 (Regular) 1:00-4:00pm	Post Falls	$3 \times 2 = 6 + 3 = 9$ hours

June Summary: 3 meetings 21 hours

July Summary: 6 meetings 39 hours

Total Meeting Hours: 20 hours (June 7 hours, July 33 hours)

Total Prep Time: 18 hours (June 6, July 12 hours)

June and July Summary: 60 hours

Community Library Network[®]

KOOTENAI & SHOSHONE COUNTIES

Job Description

LIBRARY TRUSTEE

Board Approval Date: 7/21/16

General Statement of Duties

Trustees must be a resident of the District and over the age of 18, able to attend monthly and special meetings and spend about five to ten hours per month on District business (IC-33-2720). Major responsibilities are establishing and overseeing library policies, employing a library director, establishing a budget annually and overseeing the finances of the library, attending meetings and exercising other powers necessary for the effective use and management of the library. Board packet materials are sent electronically and Internet access is a necessity. Board members are volunteers, elected by District residents to serve six-year terms.

Position Summary

This position is one of five elected citizen representatives who work together to oversee the operations of the District library. As a member of the Board of Trustees, a trustee works closely with the Director, and other administrators and, occasionally, members of the public and decision-makers from other libraries. The primary function of a Trustee is to oversee the District's library system in accordance with District policies and Idaho Code (IC 33-2720).

Purpose Statement

This position, in concert with fellow trustees, makes policy-level decisions for the District. In addition, trustees represent the public interest in libraries and establish effective working relationships with community leaders, library staff and fellow trustees. Trustees serve as advocates of intellectual freedom.

Examples of work

- Creates policy
- Participates in creating and approving the District's strategic plan
- Approves budget as required by code
- Maintains interest in library policies, issues, and technological advances
- Responds to requests for information or services from the general public
- Hires, evaluates and dismisses the library Director
- Represents the District to the public
- Ensures the District has adequate resources to operate its services

Community Library Network[®]

KOOTENAI & SHOSHONE COUNTIES

Job Description

Knowledge and Abilities

Knowledge of:

- The principles of intellectual freedom and access to information
- Budgeting
- Public and community relations principles, methods and objectives
- Etiquette and practices of public boards, open meeting law and government transparency
- District's demographic, political, geographic and economic factors

Ability to:

- Learn principles, practices and objectives of public library management
- Establish and maintain effective working relationships with other District Board members, staff, the general public and civic and community groups
- Articulate the District's mission to promote wide ownership
- Represent the District at professional library meetings and various functions
- Communicate effectively orally and in writing, including email
- Oversee the drafting, approval, and review of board by-laws and policies
- Approve all job descriptions and personnel policies and approve a compensation package for employees

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the trustee to discern verbal instructions, communicate effectively on the telephone and in person and to hear sounds within the normal range of conversation
- Sufficient visual acuity, with or without reasonable accommodation, which permits the trustee to comprehend written documents and review and evaluate a variety of written documents and text materials



LIBRARY DIRECTOR

FLSA Designation: exempt
Board Approved: 11-04-22

Position Summary

The Director serves as the Executive Officer of the Community Library Network, a Library District, and is hired by the Board of Trustees. The Director provides the highest level of executive leadership and with integrity, honesty and knowledge, promotes the culture and mission of the Community Library Network. The primary functions of the Director are to deliver excellent member experiences to all community libraries while adhering to District policy as set by the Board of Trustees, state law as defined in Idaho Code 33-27 and federal law. The Director must be forward thinking, able to anticipate future library service and technology needs, and use initiative and creativity to implement change across the District.

Qualifications

- ALA accredited master's degree in Library Science or related degree; and
 - At least seven years of progressively responsible library managerial or administrative experience to include analyzing and applying financial data and trends, property management and bond and building campaigns
 - Four years supervisory experience, multi-site preferred
 - Demonstrated experience in a complex, fast paced environment
- OR
- A combination of education and experience which demonstrates the ability to successfully meet the requirements of the position may be considered.

Knowledge, Skills and Abilities

- Knowledge of the principles and practices of public libraries.
- Knowledge of current trends and developments in the fields of executive leadership, management, public administration, grants, and foundations.
- Knowledge of principles and practices of operating a multi-branch library district with taxing authority.
- Knowledge of and experience conducting bond and levy elections.
- Knowledge of governmental finance and accounting, bond financing methods, public and private funding sources, and experience in complex budget development and administration.
- Knowledge of automation systems and other technologies; library automation systems preferred.
- Ability to foster a productive, cooperative working environment and maintain effective, professional relationships with a wide variety of public and private parties.
- Ability to articulate the District's vision to the staff and the public to foster goodwill for the library.
- Ability to lead, exercise initiative, be flexible, and share enthusiasm.

Principal Duties

The Director is responsible for ensuring the following are successfully completed:

Board of Trustees

- Serves as Secretary of the Library Board and attends all Board meetings as a non-voting member. Keeps records of agendas and minutes; prepares and stores Board Packets of reports, statistics and other supporting documents and correspondence.
- Prepares regular reports for the Board of the operations of the library. Stores and makes available legal and historical documents.

Planning and Policymaking

- Recommends library policies, services and fiscal activities to the Board.
- Responsible for developing strategic plans and facility plans with the Library Board.
- Implements the Board approved long-range Strategic Plan.

Library Services

- Studies and plans the development of library services to meet present and future community needs.
- Keeps current with library trends and economic, political and demographic issues that may affect library programming and services.
- Responds to public requests for information.
- Works to resolve problems and complaints from the public.

Financial Operations

- Plans and presents the annual budget and monitors all expenses. Responsible for efficient spending, fundraising and donations, and accurate and transparent reporting.
- Appraises the organization's financial position and recommends strategies to the Board for achieving financial stability and growth.

Personnel Management

- Manages staff and is responsible for all staff. Works to ensure fair and lawful personnel practices, safety, training and staff development. Manages and supervises library operations to achieve goals with available resources, including organizing management workloads and staff assignments.
- Fosters a flexible, innovative, and team-oriented culture.

Facilities Management

- Ensures the library facilities and vehicles are maintained and repaired as needed.
- Works with the Board in long term planning for new facilities and/or expansion.
- Plans new and remodeled library facilities and furnishings.

Library Groups and Community Involvement

- Is an effective and active advocate for the library in media and community. Participates on local Boards and committees. Attends community events on behalf of the library.
- Establishes and maintains effective working relationships with the public, Board of Trustees, employees, Library Committees, Friends of the Library, CIN Consortium Directors and other professional groups. Active member of the CIN Consortium.

Professional Development

- Participates in professional library associations and other professional organizations.

- Attends conferences, workshops, and meetings and reads professional literature related to library management and services.
- Follows library and usage trends to encourage efficient and effective use of library collections and resources.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instructions, communicate effectively on the telephone and in person and to hear sounds within the normal range of conversation.
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions and review, evaluate and prepare a variety of written documents and text materials.
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate standard office equipment, specialized library equipment and a personal computer.
- Sufficient personal mobility, flexibility and balance, with or without reasonable accommodation, which permits the employee to lift up to 35 pounds and maneuver heavy book carts and to work in an office and library environment.

This is not intended to be a contract or an all-inclusive list of duties. Employees may be required to perform other duties necessary to meet the on-going needs of the Community Library Network.

Current POST FALLS Annual statistics are from 10/1/21 - 9/30/22

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total hours open per week
10 - 8	10 - 8	10 - 8	10 - 8	10 - 6	10 - 5	12 - 5	60

Annual Door Count	Annual Circulation	Programs	Program Attendance	Post Falls Average Sunday Door Count
162,161	387,849	111	1,621	103 People (June 2023)

Post Falls Average Sunday WIFI USE	Post Falls Average Sunday Internet Use	Post Falls Meeting & Study Room Use / day
68 Log ins (June 2023)	52 Log ins (June 2023)	4 Bookings (June 2023)

Current HAYDEN Annual statistics are from 10/1/21 - 9/30/22

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total hours open per week
10 - 8	10 - 8	10 - 8	10 - 8	10 - 5	10 - 5	12 - 5	59
Annual Door Count	Annual Circulation	Programs	Program Attendance	Hayden Average Sunday Door Count			
115,620	389,428	146	1,357	142 People (June 2023)			
Hayden Average Sunday WIFI USE		Hayden Average Sunday Internet Use		Hayden Average Meeting & Study Room Use / day			
68 Log ins (June 2023)		33 Log ins (June 2023)		3.5 Bookings (June 2023)			

SUMMARY

Reducing a p/t position at Hayden and Post Falls, under 20 hours/week (\$16,000 wage only) budgeted at 87%, \$13,900 (2) = \$27,800.
 Start of Sunday, September 3, 2023. Capture positions during vacancies, no elimination in filled positions.
 Funds can be moved from Line 19: SALARIES to Line 28: PHYSICAL & EMATERIALS.

**Community Library Network
FY'24 Worksheet**

7-20-2023 Board Draft Worksheet

	FY'23 Approved Amended Budget	% of Revenue	FY'24 - 0% Growth Only Annual Budget WITH E-rate Discount Sunday Closures	% of Revenue	FY'24 - 0% Growth Only Annual Budget WITH E-rate Discount "Option A"	% of Revenue
CURRENT REVENUES						
1 INCOME - PROPERTY TAXES	4,966,876	87.45%	5,066,876	85.82%	5,066,876	85.82%
INCOME - ESTIMATED GROWTH AMOUNT \$100,000						
2 INCOME - BOND LEVY	273,960	4.82%	278,400	4.72%	278,400	4.72%
3 INCOME - SALES TAX & AG EQUIP	225,000	3.96%	300,000	5.08%	300,000	5.08%
4 INCOME - COOP ELECT AGRMENT	32,750	0.58%	35,100	0.59%	35,100	0.59%
5 INCOME - PERSONAL PROP RPLCMNT	27,983	0.49%	27,983	0.47%	27,983	0.47%
6 INCOME - PROPERTY TAX RELIEF	67,700	1.19%	64,300	1.09%	64,300	1.09%
7 INCOME - URD CLOSE	-	0.00%	-	0.00%	-	0.00%
8 INCOME - COPIERS/PRINTERS	27,000	0.48%	34,000	0.58%	34,000	0.58%
9 INCOME - DONATIONS	5,000	0.09%	10,000	0.17%	10,000	0.17%
10 INCOME - FEES, ETC.	1,200	0.02%	1,100	0.02%	1,100	0.02%
11 INCOME - LOST & PAID BOOKS	6,000	0.11%	7,400	0.13%	7,400	0.13%
12 INCOME - GRANTS	20,000	0.35%	20,000	0.34%	20,000	0.34%
13 INCOME - CLN FRIENDS	15,000	0.26%	15,000	0.25%	15,000	0.25%
14 INCOME - POST FALLS FRIENDS	10,000	0.18%	10,000	0.17%	10,000	0.17%
15 INCOME - INTEREST	1,100	0.02%	34,000	0.58%	34,000	0.58%
16 INCOME - LEVY EDUCATION	-	0.00%	-	0.00%	-	0.00%
17 INCOME - MISC	-	0.00%	-	0.00%	-	0.00%
18 TOTAL CURRENT REVENUES	5,679,569		5,904,159		5,904,159	
CURRENT EXPENDITURES						
19 SALARIES	2,767,825	48.73%	2,954,786	50.05%	2,982,586	50.52%
20 PERSI RETIREMENT BENEFITS	284,636	5.01%	287,404	4.87%	287,404	4.87%
21 MEDICAL/DENTAL BENEFITS	336,385	5.92%	374,867	6.35%	374,867	6.35%
22 EMPLOYEE ASSISTANCE PROGRAM	2,353	0.04%	2,350	0.04%	2,350	0.04%
23 VEBA HEALTH BENEFITS	63,305	1.11%	65,440	1.11%	65,440	1.11%
24 EMPLOYMENT TAXES	226,318	3.98%	253,929	4.30%	253,929	4.30%
25 TOTAL SALARIES & BENEFITS	3,680,822	64.81%	3,938,776	66.71%	3,966,576	67.18%
26 ADULT PROGRAMS	23,000	0.40%	17,000	0.29%	17,000	0.29%
27 CHILDREN'S PROGRAMS	43,000	0.76%	30,000	0.51%	30,000	0.51%
28 COLLECTIONS - Physical & E- Materials	468,591	8.25%	366,305	6.20%	338,505	5.73%
29 COLLECTIONS - Library of Things	5,000	0.09%	-	0.00%	-	0.00%
30 COMMUNICATIONS/MARKETING	25,000	0.44%	22,500	0.38%	22,500	0.38%
31 EMERGING TECHNOLOGY PROGRAMS	4,000	0.07%	2,000	0.03%	2,000	0.03%
32 OCLC/DATABASES	35,470	0.62%	52,000	0.88%	52,000	0.88%
33 SOFTWARE	96,240	1.69%	108,000	1.83%	108,000	1.83%
34 INTERNET ACCESS	11,343	0.20%	7,164	0.12%	7,164	0.12%
35 TELECOM	88,730	1.56%	66,202	1.12%	66,202	1.12%
36 TECH PROC / OFFICE SUPPLIES	62,300	1.10%	57,628	0.98%	57,628	0.98%
37 GRANT	20,000	0.35%	20,000	0.34%	20,000	0.34%
38 GRANTS - CLN FRIENDS	15,000	0.26%	15,000	0.25%	15,000	0.25%
39 GRANTS - POST FALLS FRIENDS	10,000	0.18%	10,000	0.17%	10,000	0.17%
40 TOTAL PRGMS, MATERIALS & SERVICES	907,674	15.98%	773,799	13.11%	745,999	12.64%
41 JANITORIAL	151,000	2.66%	160,000	2.71%	160,000	2.71%
42 LIBRARY EQUIP (UNDER \$2500)	105,000	1.85%	95,000	1.61%	95,000	1.61%
43 MILEAGE & VEHICLE MAINT.	22,500	0.40%	24,000	0.41%	24,000	0.41%
44 OUTREACH VEHICLES - R & M	38,300	0.67%	38,300	0.65%	38,300	0.65%
45 REPAIRS&MAINT/AT	17,800	0.31%	14,225	0.24%	14,225	0.24%
46 REPAIRS&MAINT/HR	28,750	0.51%	7,600	0.13%	7,600	0.13%
47 REPAIRS&MAINT/HL	33,350	0.59%	23,800	0.40%	23,800	0.40%
48 REPAIRS&MAINT/PK	24,550	0.43%	18,900	0.32%	18,900	0.32%
49 REPAIRS & MAINT/PF	57,425	1.01%	35,200	0.60%	35,200	0.60%
50 REPAIRS&MAINT/RA	19,600	0.35%	18,800	0.32%	18,800	0.32%
51 REPAIRS&MAINT/SL	11,600	0.20%	12,750	0.22%	12,750	0.22%
52 SNOW REMOVAL	45,000	0.79%	35,000	0.59%	35,000	0.59%
53 TELEPHONE	17,850	0.31%	18,250	0.31%	18,250	0.31%
54 UTILITIES/AT	6,200	0.11%	9,050	0.15%	9,050	0.15%
55 UTILITIES/HR	6,180	0.11%	6,000	0.10%	6,000	0.10%
56 UTILITIES/HL	32,000	0.56%	37,700	0.64%	37,700	0.64%
57 UTILITIES/PK	5,750	0.10%	6,700	0.11%	6,700	0.11%
58 UTILITIES/PF	46,200	0.81%	55,200	0.93%	55,200	0.93%
59 UTILITIES/RA	9,750	0.17%	11,750	0.20%	11,750	0.20%

Community Library Network
FY'24 Worksheet

7-20-2023 Board Draft Worksheet

	FY'23 Approved Amended Budget	% of Revenue	FY'24 - 0% Growth Only Annual Budget WITH E-rate Discount	% of Revenue	FY'24 - 0% Growth Only Annual Budget WITH E-rate Discount	% of Revenue
60 UTILITIES/SL	6,500	0.11%	7,600	0.13%	7,600	0.13%
61 TOTAL FACILITIES MAINTENANCE	685,305	12.07%	635,825	10.77%	635,825	10.77%
62 AUDIT	13,000	0.23%	14,500	0.25%	14,500	0.25%
63 BANK SVC CHGS	250	0.00%	350	0.01%	350	0.01%
64 BOND PRINCIPAL PAYMENT	240,000	4.23%	255,000	4.32%	255,000	4.32%
65 BOND INTEREST	33,960	0.60%	23,400	0.40%	23,400	0.40%
66 CIN	39,115	0.69%	34,972	0.59%	34,972	0.59%
67 COURIER	45,204	0.80%	45,204	0.77%	45,204	0.77%
68 CONT EDUCATION -(Tuition)	5,200	0.09%	-	0.00%	-	0.00%
69 COPIERS	8,000	0.14%	9,500	0.16%	9,500	0.16%
70 DUES	2,750	0.05%	2,000	0.03%	2,000	0.03%
71 INSURANCE (ICRMP)	48,482	0.85%	51,293	0.87%	51,293	0.87%
72 LEGAL & PROFESSIONAL	103,575	1.82%	82,000	1.39%	82,000	1.39%
73 LEVY EDUCATION EXPENSE	-	0.00%	-	0.00%	-	0.00%
74 PETTY CASH EXP	850	0.01%	1,000	0.02%	1,000	0.02%
75 POSTAGE	8,500	0.15%	10,000	0.17%	10,000	0.17%
76 SALES TAX EXP	1,620	0.03%	2,040	0.03%	2,040	0.03%
77 STORAGE RENTAL	4,140	0.07%	4,500	0.08%	4,500	0.08%
78 TRAINING / CONF TRAVEL	35,000	0.62%	20,000	0.34%	20,000	0.34%
79 TOTAL DISTRICT GENERAL OPERATIONS	589,646	10.38%	555,759	9.41%	555,759	9.41%
80 CAPITAL EXPENDITURE FROM CURRENT REVENUE	51,420	0.91%	-	0.00%	-	0.00%
81 ANNUAL TRANSFER TO CARRF FUND	373,859	6.58%	-	0.00%	-	0.00%
82 TOTAL CAPITAL INVESTMENT	425,279	7.49%	-	0.00%	-	0.00%
83 TOTAL CURRENT EXPEDITURES	6,288,726		5,904,159		5,904,159	
84 Total Current Revenues	5,679,569		5,904,159		5,904,159	
85 Total Current Expenditures	6,288,726		5,904,159		5,904,159	
86 Net: Current Revenues less Current Expenditures	(609,157)		-		-	
For FY'23: Additional expenditures to be paid from acceptance of additional carryforward funds at January 19, 2023 Board Meeting						
erate anticipated						
Balance Sheet Line Items						
Carryforward assigned to Capital Projects			56,000		56,000	
CARRF assigned to Capital Project(s)			102,500		102,500	
Total Non-Current Revenue Funds Assigned for Capital Projects			158,500		158,500	
Capital Projects						
From CARRF Account						
Lighting retrofit at Hayden			75,000		75,000	
HVAC Controls			10,500		10,500	
CCTV Camera upgrade at Spirit Lake			17,000		17,000	
			102,500		102,500	
Capital Projects from Non-Current Revenue Funds						
Sidewalk Ramp at Harrison			16,000		16,000	
Storage / HVAC at Harrison			40,000		40,000	
			56,000		56,000	
Total Capital Expenditures			158,500		158,500	
Funds Available for Expenditures						
Current Year Revenues			5,904,159		5,904,159	
Estimated Carryforward (Less Assigned & Restricted) - Too Soon to Calculate						
CARRF Assigned to Capital Projects			102,500		102,500	
Carryforward Assigned to Capital Project			56,000		56,000	
Total Funds Budgeted for Expenditures			6,062,659		6,062,659	
Planned Expenditures						
Current Year Budgeted Expenditures less Capital Project			5,904,159		5,904,159	
Capital Project from Current Revenues			-		-	
Capital Projects from Non-Current Revenues			158,500		158,500	
Estimated Carryforward Reserved for Next Fiscal Year - Too soon to Calculate						
Total Proposed Expenditures			6,062,659		6,062,659	
Total Funds Available less Total Planned Expenditures			-		-	
P/T Facility (wage/benefit) removed in both options						
Sunday closure (wage only) removed - 2 positions - added to collection						