

AMENDED
Community Library Network
SPECIAL Board of Trustees Meeting Minutes
TUESDAY July 25, 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, Rachel Ottosen, Tim Plass, Vanessa Robinson
Treasurer: Julie Saad
Staff: Alexa Eccles, Lindsey Miller-Escarfuller, Janelle Sells

Budget Discussion (*105 minutes*)

- Eccles noted 108 correspondences from the public were received regarding the budget. 90 in favor of an increase, 16 against an increase, and 2 neutral. She reviewed the latest budget drafts with a balanced budget. The growth has been reduced after discussions with the two counties. Salary Option A was presented. Plass is against increasing the wage scale by 2%. Eccles provided an additional document listing detailed increases per position. She noted no longevity for staff is considered. The FY'24 Carryforward Needs was reviewed. Sells noted the requirement to disclose the Carryforward amount to the State Tax Commission. Plass wants to know how low the cash assets go before the semi-annual tax payments are received. Hanley asked the Treasurer if the budget was being presented properly. Saad believes the budget is being presented correctly. Blank noted the auditor has given the District clean audits and has not had any issues with the budget presentation. A budget approved for publication must be submitted to the papers in the two counties by July 26, 2023. Hanley would like to change "Legal and Professional" to "Board Pre-Approved Legal and Professional". Eccles noted some of the professional services that fall in that line. Ottosen is in favor of separating Legal Services from other Professional Services. Robinson and Blank are not in favor of renaming the line to "Board Pre-Approved Legal Services". Hanley asked about what happens when a line goes over or under budget. Eccles and Sells explained savings in some lines will help cover other lines that have gone over budget. Ottosen would not like to renew the Freegal subscription. Eccles stated the Collection line may be adjusted to note physical materials versus subscription or e-materials that are metered. LinkedIn Learning database is not currently budgeted to be renewed. Hanley asked if Growth is required to be taken. Plass asked about staff that may already be at the market rate. He is concerned that Collections are reduced by the increases in Salaries. The current salary proposal still keeps staff wages below market value. Blank noted the salary recommendations were going to take several years to implement. Ottosen asked for consensus to publish the budget presented. Consensus was met to approve the proposed budget for publication. Ottosen would like to consider closing on Sunday's. She quoted from the Bible regarding not working on Sunday. Blank is not in favor of using religion to determine the governance of the library. Eccles will bring more statistics regarding library use on Sunday's. Robinson believes weekend service is very important. Miller-Escarfuller stated the disservice to families by closing on Sunday.

Discovery Bus (tow, repair, damages to property): Action Item(s) (*10 minutes*)

- Eccles talked about the Discovery Bus getting stuck at a recent event. She provided pictures and an estimate to just get the bus unstuck. There may be additional costs to tow the bus to a repair shop

and for a repair facility to inspect the bus for potential damage. Blank moved to authorize the Director to hire the services needed to tow the Discovery Bus, repair the Discovery Bus, and pay for repairs to Lakeland School District property as needed.

M, C - Blank

Hanley moved to extend the meeting by 5 minutes.

M, C - Hanley

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

- Blank had previously asked to have a discussion regarding attorney contracts. She asked to have this agenda item on August 17, 2023. She also asked to schedule August 24, 2023, for a potential additional budget approval date. Robinson is unavailable on August 24, 2023. A special meeting for an additional budget meeting can be scheduled on August 18, 2023 at 4:00 pm.

Adjournment: Action Item

Blank moved to adjourn at 4:06 pm

M, C - Blank

Respectfully submitted,
Alexa Eccles, Janelle Sells

Calendar of events:

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

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

Phone: 208-773-1506 ext. 329

Email: ADAcoordinator@communitylibrary.net

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