

**Community Library Network  
Board of Trustees Regular Meeting Minutes  
Thursday, October 19, 2023  
Post Falls Library**

**2:00pm – 5:30pm**

**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  
Treasurer: Julie Saad (arrived at 3:43 pm)  
General Counsel: Colton Boyles  
Staff: Alexa Eccles, Janelle Sells, Karen Yother, Karin Hall, Michelle Fansler

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.

- Leslie Wilde, Hayden – She was a teacher for elementary children. She shared her experiences with Youth Services and her grandchildren. She spoke about librarians needing continued professional development.
- Michelle Lippert, Post Falls – She spoke about the book, “Democracy in America”. It discussed concerns about the tyranny of the majority. The selection of materials based on the dominant community values leaves no room for intellectual freedom.
- Suzanne Kearney, Post Falls – She spoke, in an analogy, about the safety of children. She noted the minor card policy is not protecting children.
- Theresa Birkett, Post Falls – She noted Hanley’s press article regarding the Kootenai County Sheriff. She is opposed to removing intellectual freedom from the materials selection policy. She is opposed to disaffiliating from ALA.
- Heather Greenman, Post Falls – She thanked the Board majority for disaffiliating from the ALA. She understands librarians need professional training and there are other organizations that can provide that. She noted a discount available for books from Ken Ham.
- Regina McCrea, Post Falls – She spoke that the public needs to have an opportunity to respond to changes in policy before the policy is approved. She noted some suggested changes will infringe on adults’ First Amendment rights.
- Teresa Borrenpohl, Post Falls – She noted local boards disaffiliating with related national professional organizations. She related this to isolationism.
- Evan Koch, Spirit Lake – He noted when Elvis Presley was shown on TV from the waist up. Society accepts the LGBTQ community and accepts talking openly about sex.
- Pat Raffey, Post Falls – She thanked Blank and Robinson for their support of the library. She spoke about stewardship. She noted bullying behavior is not appropriate.

Fansler left the meeting at 2:27 pm

Consent Agenda: Action Item (*10 minutes*)

Minutes of the Special meeting of September 8  
Minutes of the Special meeting of September 15  
Minutes of the Regular meeting of September 21  
Minutes of the Special meeting of September 27  
Minutes of the Special meeting of September 28  
Minutes of the Special meeting of September 29  
CIN September 2023 financial statements

- Consensus to remove meeting minutes of September 27<sup>th</sup> and September 29<sup>th</sup> for review and bring back to the next regular meeting. One correction noted for September 28<sup>th</sup> minutes. Blank moved to accept the consent agenda with noted correction and without meeting minutes of September 27<sup>th</sup> and September 29<sup>th</sup>. Ottosen is opposed due to confusing minutes from September 8<sup>th</sup>.

M, C – Blank; Ottosen opposed.

Community Library Network September 2023 financial statements: Action item (*5 minutes*)

- Hanley asked about the Telecom expense line. Sells explained the District does not budget for support from the State and budgets full cost for July, August, and September. Plass asked about the Bond Levy Income line. Sells noted the Bond Levy Income line was fulfilled during the first few months of the fiscal year. Hanley asked about the findings on the water issue at Harrison. Eccles noted plans for the ADA path to the library have been provided but no additional information regarding the water issue. Blank is concerned about the Legal and Professional expense line. Eccles noted the largest expenses for the year were for Director search consulting and legal fees. Plass asked about URD Closure Income. Blank moved to accept the September 2023 financial statements.

M, C - Blank

Circulation Statistics: September 2023 (*5 minutes*)

- Plass would like to know how many patron cards are dropped each month. Eccles noted that particular statistic is usually reported annually but can easily be included on the report. She will need to review the procedure and timing of cards removed. Eccles stated statistics with new cards based on card type.

Youth Services Report: staff presentation (*15 minutes*)

- Karen Yother introduced herself. She and her staff provide programs for children ages 0 to 18. She reviewed training for new and existing staff. Programs are developed based on research-based best practices for child development and literacy standards. Over 55,000 were served in the past year. She is anticipating a 12% increase in attendees. Yother noted that libraries are more than books, they are about relationships. Programs provide learning about many topics. She reviewed some of the programs offered through community partners and gave examples of community partners used by the library. Yother introduced some of her staff and reviewed the programs they deliver. She noted the Youth Services team are leaders in the state. Robinson asked about the budget changes. Blank is pleased with the commitment to literacy and partnerships. Plass asked about some of the programs and funds that may be from the communications budget.

#### Outreach Services Report: staff presentation *(15 minutes)*

- Karin Hall introduced herself. She has worked for the District for 23 years. She is proud to provide this unique service. She talked about the purpose of a bookmobile and outreach services. She showed pictures of all the bookmobiles utilized by the District over the years. Some of the original rural areas are still being serviced. The Sprinter van services many senior living facilities. Bookmobiles service many schools including schools that do not have libraries in the schools. Outreach also hosts programs. Hall reviewed the many parades and events they participated in. She reviewed the statistics from the last year. A commercial driver's license is required to drive the bookmobile and she reviewed several of the requirements prior to getting behind the wheel. She introduced her staff and invited all to stop by. Plass asked about how many staff have CDL's. Robinson asked about where some of the stops are located. Blank asked about the change in service bookmobile over the years. Hanley asked what a "pop-up" bookmobile stop is.

#### Director's Report *(10 minutes)*

- Eccles noted her table packet with FY2024 Carryforward. She reviewed that carryforward is less than optimal. Plass asked about Accounts Payable. Accounts Payable are expenses that occurred during FY'23 and were not paid prior to year-end. Eccles stated that expenditures do not occur in equal measure throughout the year. Blank is concerned there is not a full two months of emergency funds available. Eccles provided a second document in the table packet noting FY2024 expenditure concerns regarding Insurance and Legal & Professional expenditures. She noted for FY'24, Legal & Professional expenditures may go over budget by more than \$50,000. Eccles would like the Board to make a decision about how to fund these two expenditure lines.

#### Legal Counsel Report *(15 minutes)*

##### Report on disaffiliating with ALA

- Boyles reviewed the resolution. He noted he received some concerns about the resolution. He stated he does not see any federal or statutory concerns for adopting the presented resolution. Blank understands not wanting to spend money but is concerned about staff access to information needed for their job. Eccles noted her concerns especially for restrictions that have no financial obligation. She stated she did provide an alternative resolution to legal counsel. Blank restated her concerns and asked if the resolution is in conflict with Idaho Code. Ottosen noted the policy was already approved pending legal review. Hanley stated nothing prevents individuals from spending their own money for training. Robinson asked if Idaho Commission of Libraries or other CIN libraries are affiliates or organizations associated with ALA. Boyles stated his definitions for affiliates.

#### Discussion to disaffiliate with ALA and its subsidiaries: Action item *(15 minutes)*

- Ottosen noted the prior discussion relates to this agenda item. Ottosen requested the Director provide her alternative resolution. Boyles recommended the Board provide a specific effective date. Hanley moved to disaffiliate with the ALA in accordance with the resolution as distributed to the Board. Blank still has concerns that the resolution is in conflict with Idaho Code. Eccles is unclear what "organizations, subdivisions, or subsidiaries thereof" means. Robinson agrees it is unclear.

M, C – Hanley; Blank opposed, Robinson abstained.

#### Discussion of ICRMP appeal: Action item *(10 minutes)*

- Ottosen submitted an appeal to ICRMP. The appeal will be considered at the October 25, 2023, ICRMP Board meeting. Ottosen will be presenting the appeal. Blank asked what was going to be

presented. Plass noted the appeal letter has the talking points for the ICRMP Board. Blank is in support of recognizing some of the actions of the library Board that may have caused the reduction in insurance.

Break (*5 minutes*) Break from 4:08 pm to 4:13 pm

Discussion of prior trustee continuing education: Roberts Rules (*5 minutes*)

- Blank stated her concerns about the Trustee Continuing Education document from 9/21/23. Her concern is this document is intended to silence the minority. Ottosen welcomed discussion outside of a meeting.

Trustee continuing education: First Amendment (Boyles Law) (*10 minutes*)

- Boyles presented a document from a litigated case – Little v. Llano County. He chose this case as it is very current. He reviewed the facts of the case. The court found that First Amendment rights are more protected with regards to the removal of materials.

Discussion of Materials Selection Policy: Action item (*40 minutes*)

- Blank stated she is unclear what document is being reviewed for approval. Robinson is also confused. Hanley reviewed the document he provided. He is agreeable to providing a final draft, in policy form, to be reviewed. Plass would like to add "in part" where "as a whole" is referenced regarding materials. Hanley noted that his version of the policy is for acquisition of books. Blank asked for the source of the policy draft presented by Hanley. Plass stated the source is the Idaho Law. Based on information provided by counsel, Hanley asked if there should be two policies – one for acquisition and one for removal. Blank reviewed the Four Tests for a Legally Enforceable Library Policy. Robinson would like to accept Hanley's offer to provide a final draft, in policy form, for review. Plass moved to accept the Hanley draft of the Materials Selection policy with the "or in part" language added. Plass retracted his motion. Ottosen called for consensus adding "or in part" after "taken as a whole" on page 2 of the Hanley draft. Consensus was reached. Blank is concerned the Hanley draft violates Idaho Code. Eccles noted the Hanley draft appears to be an acquisition policy only and removed language for removal of materials. She is concerned about the readability of the policy for staff and the public. She discussed several other concerns with the draft policy. She asked what the legal implications of creating a more restrictive policy than Idaho code. Hanley believes there should be two policies – one for acquisition and one for removal and he has offered to re-write his draft and draft a weeding policy to be sent to the Director with a final draft presented at another meeting.

Director Evaluation Policy and Committee Report: Action item (*10 minutes*)

- Hanley discussed his research for an evaluation policy. He has started drafting the policy. Next, he will develop a form for evaluation. He would like a copy of the current form used to evaluate the Director and staff. Blank stated committee meetings will need to be in an open meeting. Eccles noted a good source for developing the policy is June Garcia.

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

- Blank asked to have a smaller agenda in order to spend more discussion time for agenda items. Robinson noted that counsel was limited during his discussion at this meeting.
- Hanley would like to add: Library Director Evaluation Policy, Materials Selection Policy, and Weeding and Reconsideration Policy.

- Plass would like to add: Initiate changes to the By-Laws for rules changing policies. He would like a special meeting for continuing to obtain a full insurance quote.
- Ottosen suggested a special meeting for Hanley and Plass's agenda requests. Consensus for a special meeting for Materials Selection Policy, Weeding and Reconsideration Policy, and discussion for obtaining full insurance quotes.

Hanley moved to extend the meeting by five minutes.

M, C - Hanley

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

- A special meeting is set for November 2, 2023, from 2:00 pm to 5:00 pm

Adjournment: Action item

Blank moved to adjourn at 5:33 pm

M, C – Blank

Respectfully submitted,  
Alexa Eccles, Janelle Sells

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Calendar of events:

16 Nov 2023	Regular Meeting	2:00 – 5:30	Post Falls
21 Dec 2023	Regular Meeting	2:00 – 5:30	Post Falls
18 Jan 2024	Regular Meeting	2:00 – 5:00	Hayden
15 Feb 2024	Regular Meeting	2:00 – 5:00	Post Falls
21 Mar 2024	Regular Meeting	2:00 – 5:00	Hayden
18 Apr 2024	Regular Meeting	2:00 – 5:00	Athol
16 May 2024	Regular Meeting	2:00 – 5:00	Rathdrum
20 Jun 2024	Annual Meeting	2:00 – 5:00	Spirit Lake
18 Jul 2024	Regular Meeting	2:00 – 5:00	Harrison
Aug 2024	Budget Hearing	TBD	Post Falls
15 Aug 2024	Regular Meeting	2:00 – 5:00	Hayden
19 Sep 2024	Regular Meeting	2:00 - 5:00	Pinehurst
17 Oct 2024	Regular Meeting	2:00 – 5:00	Post Falls
21 Nov 2024	Regular Meeting	2:00 – 5:00	Post Falls
19 Dec 2024	Regular Meeting	2:00 – 5:00	Post Falls

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