

**Community Library Network  
SPECIAL Board of Trustees Meeting Minutes  
FRIDAY, September 15, 2023  
POST FALLS LIBRARY / Microsoft Teams**

**10:00AM – 11:00AM**

**We Empower Discovery**

Agenda

Call to Order Meeting was called to order at 10:00 am

Roll Call Trustees: Katie Blank, Tom Hanley, Rachele Ottosen, Tim Plass (Via Teams at 10:03 am),  
Vanessa Robinson  
Staff: Alexa Eccles, Lindsey Miller-Escarfuller, Janelle Sells

Ottosen moved to amend the agenda to add update/discussion for closing Harrison and Sunday closure hours and extending the meeting until 11:20 am to be the next item on the agenda. Robinson and Blank are unable to extend their time.

M, C – Ottosen, Blank and Robinson opposed.

Update/discussion on Sunday hours and Harrison closure.

- Ottosen moved to suspend the rules to limit comments to two minutes per trustee per turn. Eccles recommended not to have any further public discussion regarding Sunday hours until legal counsel has responded.

M, C – Ottosen, Blank and Robinson opposed.

- Ottosen, Plass and Hanley do not want to pursue further discussions about closing Harrison or closing Sundays. Eccles noted that the tabled motion will need to be brought back to another agenda for action.

Discussion to Accept or Reject the Urban Renewal District funds in the amount of \$42,256.90 to be received on September 21, 2023. *Action Item (15 minutes)*

- Hanley noted the funds were already collected from taxpayers and he suggests accepting the funds and reducing the tax levy for FY'24. Robinson is in favor of accepting the funds but not reducing the tax levy for FY'24. Plass stated carryforward is overfunded. He is in favor of reducing the FY'24 tax levy. Blank is in favor of accepting the URD rebate. She does not agree that carryforward is overfunded. Ottosen is in agreement with Hanley. Eccles noted the increased revised estimates for legal and insurance expenditures. She does not believe the District has excess funds. Robinson moved to accept the URD Funds of \$42,256.90. Hanley moved to amend Robinson's motion by reducing the tax levy for Maintenance and Operations for FY'24 by \$42,256.90. Eccles noted the funds will be received in FY'23 and will be in carryforward for FY'24.

Vote on Hanley's amendment to reduce the M & O tax levy for FY'24

M, Failed – Hanley; Blank requested a Roll Call vote.

Blank – Nay  
Hanley – Aye  
Plass – Nay  
Robinson – Nay

Vote on Robinson's motion to accept the URD funds in the amount of \$42,256.90.

M, C - Robinson

Discussion to Amend the FY2024 Community Library Network Budget for Maintenance and Operations not to include Bond. Options include: 1) Reduce Expenses or 2) Expend Carryforward. *Action Item (45 minutes)*

- Plass asked if the FY'23 budget will need to be re-opened to accept the URD funds. Eccles noted it is not unusual to have to reopen the budget. Hanley wants to reduce the FY'24 Maintenance and Operations tax levy by the amount of the URD funds. Blank noted that the reduction tells staff and the community that the Board is not supporting them. Plass wants the carryforward reduced to two months of expenditures. Eccles is concerned about possible misunderstanding of carryforward. She is also concerned about the risk of increased legal fees and insurance costs. She noted the increase in employee turnover. Blank is also concerned about the perception of carryforward. Plass moved to modify the FY'24 budget to show additional carryforward funds in the amount of \$42,256.90 and reduce the Maintenance and Operations tax levy amount by \$42,256.90. Robinson had to leave the meeting but stated her vote on the motion would be opposed.

M, C – Plass; Blank requested a Roll Call vote.

Blank – Nay

Hanley – Aye

Plass – Aye

Ottosen – Aye

Hanley moved to extend the meeting by 10 minutes.

M, C – Hanley, Blank opposed

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

- Eccles discussed the engagement letter for the auditor. Blank noted the importance of adding this agenda item to the next meeting. A consensus has been reached to add the audit engagement to the September 21, 2023, agenda.

Adjournment: Action Item

Blanked moved to adjourn at 11:28 am

M, C – Blank

Respectfully submitted,  
Alexa Eccles, Janelle Sells

Calendar of events:

21 Sep 2023	Regular Meeting	9:00 – 12:30	Pinehurst
19 Oct 2023	Regular Meeting	2:00 – 5:30	Post Falls
16 Nov 2023	Regular Meeting	2:00 – 5:30	Post Falls
21 Dec 2023	Regular Meeting	2:00 – 5:30	Post Falls

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