

**Community Library Network**  
**SPECIAL Board of Trustees Meeting Minutes**  
**THURSDAY, January 11, 2023**  
**POST FALLS LIBRARY**

**2:00-5:00PM**

**We Empower Discovery**

Agenda

Call to Order The meeting was called to order at 2:00 pm

Roll Call Trustees: Katie Blank, Tom Hanley, Rachele Ottosen, Tim Plass, Vanessa Robinson  
Staff: Alexa Eccles, Lindsey Miller-Escarfuller, Janelle Sells  
General Counsel: Colton Boyles

Discussion of Materials Selection Policy: Action Item *(60 minutes)*

- Continued discussion of Objective and Scope of Policy beginning with the last sentence of the paragraph. Boyles noted the sentence was unusual but not prohibitive. By consensus, the final sentence was removed. Plass suggested changing the first sentence to "This policy pertains to the selection for the library's collection and new acquisition and purchases of books and materials" and strike "regardless if previously acquired". Hanley suggests "regardless if previously acquired unless the book was stolen or damaged".
- Selection Process, last bullet point.
  - The term appropriateness is very vague. Boyles noted the "appropriateness" now has a definition as harmful to minors but could be applied to all library materials, including materials for adults. Ottosen suggested "For purposes of this criteria, related to the library's non-adult collections,..." Boyles stated the "harmful to minors" definition should be consistent throughout policies. The language, "In the opinion of the Board or Library staff", could be problematic and create conflict. Boyles stated the policy should have one decision maker and one set of guidelines that align with Idaho Code. (I recommend including this statement) Plass noted this policy is for purchasing and does not see why it must align with Idaho Code. Blank and Robinson are not in favor of the last bullet point. The majority agrees with the change suggested by Ottosen. Eccles suggested "Suitability of subject and style for age of intended library users." The final bullet point will not be changed at this time.
  - Discussion held regarding the definition under Nudity and if there should be an "and" instead of "or" in between (B) and (C). Boyles noted "or" is fine.
  - Plass suggested changing the title of the policy to Materials Selection and Acquisition Policy. A consensus was reached to change the title of the policy.

Discussion of Materials Withdrawal and Reconsideration Policy: Action Item *(60 minutes)*

- Continued discussion of the last two bullet points in the Disposition of Materials section.
- Plass would like to change the definition listed in the Materials Inappropriate for Minors to read "...shall be removed from the non-adult collection." Blank is concerned with having two different definitions for "harmful to minors" in two different policies. Plass moved to consider the Materials

Withdrawal and Reconsideration Policy sequentially for approval. Robinson called the previous question.

Motion to stop debate.

M, Failed – Robinson; Ottosen, Hanley, and Plass opposed

- Policy reviewed from the beginning.
  - No change to the title of the policy.
  - Second sentence of introductory paragraph to read “Materials are defined in the Materials Selection and Acquisition Policy.”
  - Withdrawal of Materials (Weeding) section
    - No objections to first paragraph
    - Plass stated “community relevance” is vague and suggests “adheres to community local standards”. Eccles noted that “community relevance” is part of the CREW method for deselection. Ottosen views “community relevance” and “community standards” are two different things. Eccles read from the CREW Method text defining “community relevance”. No change to last bullet point.
  - Materials Inappropriate for Minors
    - Notwithstanding Idaho Code 18:1517(d) means regardless of the affirmative defense for librarians, materials that violate Idaho Codes 18:1513, 18:1514, and 18:1515 will be moved or removed.

Discussion on Director Evaluation Policy: Action Item *(40 minutes)*

- Ottosen restated the motion on the floor and discussion continued reviewing the policy.
  - Fifth sentence under the Process section
    - Eccles suggested adding “Board chair may submit the...” A consensus was reached for this change.
  - Sixth sentence under the Process section
    - Blank noted Idaho Code regarding evaluation of a director. Plass suggested “The full Board, or if not possible, the board chairman, meets in Executive Session with the Director to present and discuss the completed evaluation.” Hanley suggested removing “full”. Blank asked for something regarding goal setting. Eccles noted there should be discussion about compensation. Plass suggested moving goal setting and compensation discussion to the Evaluation Schedule section. A consensus was reached for the suggested changes.
  - Seventh sentence under Process section
    - Remove “See if there’s anything in the contract”.
  - Boyles noted that the Director is considered an employee and the Personnel Policy applies to the Director. This policy, Library Director: Performance Evaluation Policy should be consistent with the Personnel Policy.

Insurance Update: Action Item *(10 minutes)*

- Eccles did not have any information to add. She has not received any proposals to date.

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

- Hanley would like to have time to review the staff’s proposal for the Materials Selection policy. A consensus was reached to add this discussion to another meeting.
- Hanley would like a discussion about receiving periodic materials acquisition reports. A consensus was reached for this discussion to be added to another meeting.

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

- Ottosen would like to extend the next three months of regular meetings to 3.50 hours. A consensus was reached to have the next three months regular meetings will be from 2:00 to 5:30 pm. The January 18, 2024, meeting will be at Post Falls.

Adjournment: *Action Item*

Blank moved to adjourn at 4:56 pm

M, C – Blank

Respectfully submitted,

Alexa Eccles, Janelle Sells

Calendar of events:

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

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