

Community Library Network
SPECIAL Board of Trustees Meeting Minutes
THURSDAY, February 1, 2024
POST FALLS LIBRARY

2:45-4:45PM

We Empower Discovery

Agenda

Call to Order Meeting was called to order at 2:45 pm

Roll Call Trustees: Katie Blank, Tom Hanley, Rachele Ottosen, Tim Plass, Vanessa Robinson
Treasurer: Julie Saad (arrived at 3:05 pm)
Staff: Alexa Eccles, Lindsey Miller-Escarfuller, Janelle Sells
General Counsel: Colton Boyles

Discussion to review Insurance Policy Options, or Authorize Engagement of Insurance Carrier: Action item (60 minutes)

- Ottosen spoke about the current policy. She noted that employment insurance is lacking and the ICRMP policy premiums can be partially reimbursed. Plass displayed the letter from ICRMP noting the coverage reductions. Blank asked if the Great American policy covered the reductions from ICRMP. Eccles noted that ICRMP broke out coverage per facility and the proposed policies do not. She noted that Great American does have employment coverage. The reduction in out of state auto coverage through ICRMP is minimal and has little impact to the District. Eccles noted the largest gap from ICRMP is no coverage for materials that may be considered harmful to minors. Hanley stated the board will not cover in harmful to minor policies. Robinson asked if there are any issues stopping coverage in the middle of a claim. Eccles noted the full amount of water damage has not been evaluated. Hanley stated that the insurance discussion does not relate to the current claim. Eccles said each of the quotes contain fine print and insurance companies ask for disclosures for possible future litigation and employment changes. She stated that changing insurance policies now is unusual as it is (consider adding to make sentence clearer?) not at mid-year or not even at policy renewal. The new premium quotes are almost double what is currently paid for insurance policies. Blank asked where it is stated that ICRMP will reimburse premiums if the policy is cancelled. Ottosen noted the section of the policy that discussed policy reimbursement. Plass stated the new insurance policy would not be doubling current coverage. The proposal presented by Redman Insurance for coverage through Wright Specialty Insurance does not include a detailed description of coverage. Eccles noted the quote expired at 12:01 am on February 1, 2024. Plass noted he will not walk away from the policy and that two trustees tried to call the meeting prior to February 1, 2024. Eccles stated that Great American insurance coverage is separate. Eccles requested additional information from Redman and has not received a reply. Ottosen stated she asked Redman Insurance if they could extend the quote timeline. Eccles stated in the Financial Management Policy she has contracting authority. Hanley is concerned about library policies needing to be approved by ICRMP and he does not want to be beholden to ICRMP when updating library policies. Blank is concerned about the limited information available in order to

move forward on any action. Plass moved to approve and authorize the Director to engage the policy from Redman Insurance. Ottosen moved substitute the Plass motion to bind the Redman quotes to today minus the stand alone EPLI and after verification is received that we have secured said insurance, the Director electronically sends proper cancellation notice to ICRMP. Blank asked which policy is the EPLI policy. EPLI stands for Employment Practices Liability Insurance. Eccles stated that it is unclear which policy is not being considered as EPLI in the motion. Eccles provided a table packet sheet describing budget constraints related to changing insurance policies and the significant deductible increases. Plass amended the motion to remove the word "minus the stand alone EPLI" from the Ottosen motion. Eccles stated that the Kinsale policy has terminology "non admitted" and is a stand-alone policy.

Plass amendment to the motion.

Motion Failed - Plass

Blank – Opposed

Plass – Aye

Hanley – Aye

Robinson – Opposed

Ottosen – Opposed

Robinson called the question – approved

Motion on original Ottosen motion

Motion Failed – Ottosen

Blank – Opposed

Plass – Aye

Robinson – Opposed

Hanley – Opposed

Authorization to expend emergency carryforward funds: Action item *(15 minutes)*

- Eccles noted that Legal and Professional expenditures are expected to be over budget for the year. Insurance costs will be over budget as well. Eccles wants clarification if these budget overruns will come from general operations or from carryforward. Eccles also noted recent legislation that has provided additional income to the District. Hanley is more in favor of reducing funds for materials. Eccles stated there are unplanned expenses anticipated in this budget cycle.

Community Library staff layoff, reduction in force: Action item *(30 minutes)*

- Ottosen believes the decision should be with the Director. Plass does not understand why the damaged libraries need to be closed. Eccles stated that thousands of gallons of water were dumped on library materials. Mold is a huge risk. Carpet and drywall will need to be removed from both buildings. Reconstruction creates an unsafe area for staff and the public. Eccles noted the Administration has been working to find solutions to not lay off staff. There is no business interruption coverage to pay staff. Hanley wants to know what the Director is proposing. Plass has no intention of reducing the workforce to pay for other line-item overruns. He said if there is no meaningful work for staff, then a short, temporary layoff may be needed. Eccles stated final estimates of the damage are not available and reconstruction will take time. She is requesting from the Board a commitment that expenditure overruns will not reduce the salary expenditure lines in order to make a decision about staffing. She would like to have legal counsel advice before making a staffing decision. Hanley is not in favor of a reduction in force unless there is a true lack of work. He said the furlough or temporary layoffs may be

necessary. Robinson believes the Director will make the right decision and is opposed removing positions permanently. Plass encouraged the staff to seek options to reopen the libraries sooner.

Athol and Post Falls facilities update and tour of Post Falls Library Storm Damage (15 minutes)

- Eccles noted the Athol water damage impacted furnishing more than the collections. The Post Falls library sprinklers broke on January 14, 2024, and the break at Athol was on January 16, 2024.

Adjournment: *Action Item*

Blank moved to adjourn at 4:38 pm

M, C - Blank

Respectfully Submitted,
Alexa Eccles, Janelle Sells

Calendar of events:

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|-------------|-----------------|-------------|--------|
| 15 Feb 2024 | Regular Meeting | 2:00 – 5:30 | Hayden |
| 21 Mar 2024 | Regular Meeting | 2:00 – 5:30 | Hayden |

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