

**Community Library Network  
Board of Trustees Regular Meeting Minutes  
Tuesday 18 April 2023  
Athol Library**

**9:00 am – 12:30 pm**

**We Empower Discovery**

Agenda

Call to order Meeting was called to order at 9:00 am

Roll call: Trustees: Katie Blank, Regina McCrea, Judy Meyer, Rachelle Ottosen, Vanessa Robinson  
(arrived at 9:01 am)  
Treasurer: Michele Veale  
Staff: Lindsey Miller-Escarfuller, Janelle Sells, Michelle Fansler, Jill Roche

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.

- Marianna Cochran, Rathdrum – She spoke against Meyer and McCrea candidacies for the library trustee positions. She also said that time limits for public comment is censoring. Her twenty-four book purchase requests were only granted 25% of the time.
- Suzanne Kearney, Post Falls – She was pleased that Blank acknowledged that harmful materials for minors exist. She said that the new minor's card policy will not necessarily change the collection, the policy is just optics. She spoke against Meyer and McCrea for library trustee.
- Charles Coats, Post Falls – He spoke about the new policy not being implemented, the library district has grown from one to seven but just through absorbing other libraries and he wants explicit books out of minor's hands.
- Kara Claridge, Coeur d'Alene – She talked about the legislative updates, including the HB314 bill that failed an override veto. She believes the libraries are the extremists by promoting an agenda. She stated that real children are being harmed with the materials in the collection.
- Jeff Lewis, Post Falls – He listed a number of activities that children are banned from since they are not suitable for anyone under the age of 18. He quoted from a book from the Priest Lake library. Pornography is a cancer just like smoking cigarettes. He will be voting for Hanley and Plass for healthy libraries.
- Skip (cannot read last name), Athol – He has been using the Athol library for years. It is the best library. He spoke against Hanley and Plass for library trustee.

Athol Annual Report – Jill Roche (*15 minutes*)

- Jill Roche introduced herself and talked about her background. She highlighted the library activities from March 2022 to March 2023. Athol library is a community gathering place. The Golden Book award has been ongoing for the past five years to celebrate the hard-working staff. Roche introduced her staff and volunteers. She reviewed the past year's statistics.

Almost all statistics increased. Computer use has declined since more patrons have their own devices and internet now. The Athol library joined the Bayview Chamber of Commerce in support of the Strategic Plan Goal 4. Adult Programming has expanded. In-house programs are up 129% and attendance is up 45%. Roche shared some of the exciting programs held at Athol including cooking, gardening, and music programs. Several programs became so popular, they had to move to the community center for space. Roche reviewed some of the family community events they participated in. Bringing teens into the library is challenging. The high school is not close by but a paint & sip program just for teens was popular. Storytime is also very popular. They partnered with Super 1 Foods to hand out treats at Trunk-or-Treat. Roche stated they are on the path to surpass the annual statistics in 2022 for kids' programs by the end of Spring 2023. Other community partners include Farragut State Park and the Idaho Department of Labor. The meeting room is used by a variety of groups in the community. New shelving has helped their storage needs. Roche shared her goals for the coming year. Ottosen asked if they would check out a chainsaw to an eleven-year-old. Roche said no. Miller-Escarfuller stated that Library of Things is for members 18 years or older. Robinson asked about the partnership with the Department of Labor. Roche noted the individual works at the library but is paid through a program initiated by the Department of Labor to help young people get work experience. While it may be difficult to find projects that young people in that program can work on, it is rewarding to help.

Consent agenda: action item (*10 minutes*)

Minutes of the special meeting of 10 March  
 Minutes of the regular meeting of 16 March  
 Minutes of the special meeting of 23 March  
 Minutes of the CIN meeting of February 2023  
 March CIN Financial Statements

- Meyer asked about the list of books that Ottosen was to provide and referenced in the last regular meeting. Ottosen referred to the list from Clean Books for Kids. Blank wants to know what specific books are in the children's collection, for ages 0 to twelve. McCrea noted that Ottosen stated in public meetings that the library has pornographic material in the collection. She also stated the attorney has requested the list of books publicly noted by Ottosen. Ottosen said "Changing You" by Gail Saltz promotes masturbation and "The Big Bath house" by Kyo Maclear has full frontal nudity pictures. McCrea noted two corrections to the March 23<sup>rd</sup> meeting minutes.  
 McCrea moved to accept the consent agenda with noted changes and without the February 2023 CIN minutes.

M, C – McCrea

Community Library Network February and March 2023 financial statements: action item (*10 minutes*)

- McCrea noted the change in storage rental and asked about dues payments. Miller-Escarfuller said that conference costs are greatly reduced by individuals joining the membership of the organization. The Community Library Network cannot join ALA as an entity. They only accept individual memberships. Ottosen moved to accept the February and March 2023 financial statements.

M, C - Ottosen

Community Library Network February and March 2023 reports (*10 minutes*)

- McCrea was pleased to read about the implementation plan of the new minor card policy by the Youth Services Coordinator. Miller-Escarfuller stated there is a team working to implement the policy by the timelines established. Blank talked about the amount of work to make the

changes. McCrea asked about the vacant Communications Coordinator position. Miller-Escarfuller said interviews are in progress.

#### Circulation Statistics February and March *(10 minutes)*

- Miller-Escarfuller noted about 14% increase in library visits and 9% in circulation. Ottosen asked about Freegal usage. Miller-Escarfuller stated the CIN contract will expire in May. The Community Library Network will renew just the District for one more year.

#### Director's report *(20 minutes)*

- Miller-Escarfuller discussed the Communications Coordinator and Adult Programming Coordinator positions. The Adult Programming position has been filled internally. She also talked about the report she provided showing the list of titles that the public has asked to be reconsidered. The report notes decisions made regarding the reconsideration. McCrea is pleased to receive the report. Ottosen asked if the report is a public document. Miller-Escarfuller noted this is an internal document shared with the board and Freedom of Information Act request would be required to share with the public. She also reviewed the Public Comment Report. It is not an exhaustive list but is a list of books talked about during public comment. The report contains 26 titles and the District owns 19. Of those 19, 6 are shelved in the adult section, 5 are shelved in Young Adult, and 8 are shelved in Childrens section. Ottosen notes that the rest of society does not necessarily define "children" the way libraries do. McCrea stated she finally has obtained the list from Clean Books for Kids. She is concerned the District's logo is being used on flyers without permission. She noted 65% of the books on the list are on the list just because some characters are gay. She noted the court case that expanded protection rights for those in the LGBTQ+ community. Books on the list from Clean Books for Kids is view-point discrimination and she is concerned about legal ramifications of removing books based on viewpoint. Miller-Escarfuller reviewed the list also. She noted that while the District owns less than the seven hundred-plus titles on the list, the titles owned only represent .004% of the collection, of 253,000 items. Meyer said the list from Clean Books for Kids is always changing. Robinson asked about books being moved to other sections, if it is only through the reconsideration process or if librarians are choosing to move them on their own. Miller-Escarfuller stated books may be moved through the reconsideration process and, with the new minor card policy, moving forward books will be moved in accordance with the new policy. Meyer noted that policies can be changed when needed.

#### Athol Library Tour / Break *(15 minutes) From 10:59 to 11:15*

#### FY24 Budget Discussion *(30 minutes)*

##### 1<sup>st</sup> draft discussion

- Miller-Escarfuller said the salary consultants helped develop this next fiscal year's recommendations. She reviewed the three scenarios McGrath suggested. The first option would move salaries to below market levels. The second option moves salaries to the low end of market level. She defined what compression means as it applies to staff longevity. The third option brings salaries to the mid-market range. The largest changes are for frontline staff. McGrath noted to retain quality staff, salaries need to show support for staff. Robinson asked about total salaries versus total salaries and benefits. McCrea noted that McGrath recommends going to mid-market salary levels. Robinson asked what the salary percentage to income will be. Miller-Escarfuller stated we will have more information soon related to the rest of the budget. Meyer noted the ripple effect to the rest of the budget. McCrea appreciated the considerations for future budgets. Blank noted the salary increase differences between the three different scenarios. She said choosing the below market salary range may not be good for staff morale. Blank asked staff to develop a full budget with one of the salary scenarios. Robinson and Meyer noted that salaries will always be catching up if choosing the below market or low market options. Robinson is in favor of moving to mid-market salary ranges. Ottosen would like to see the low market salary budget implication. Consensus is for staff to develop budgets with low market and mid-market salary options.

Executive session: (Idaho Code 74-206 (1)(a): To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need: action item *(10 minutes)* – no executive session

Succession Planning: action item *(5 minutes)*

- The employment agreement was revised and sent to the preferred candidate with the expectation of a response by Monday, April 24, 2023. Blank would like a special meeting the week of the 24<sup>th</sup>.

Strategic Plan Quarterly Update *(10 minutes)*

- Miller-Escarfuller reviewed the progress of the strategic plan. This is the first quarter report following adoption of the strategic plan. She went through each goal and the implementation progress to date. Staff meet on a regular basis and updates will be made to the Board quarterly. Staff changes have delayed some progress. Miller-Escarfuller would like to focus more on evening/weekend programming and expanding the intergenerational activities. Meyer noted the strategic plan may have budget implications.

Trustee continuing education *(5 minutes)* – no discussion

Facilities updates *(5 minutes)*

- HVAC systems have received preventative maintenance, fire extinguishers have been serviced, and cost estimates have been received on the Post Falls remodel.

Legislative updates *(2.5 minutes)*

- Meyer noted the end of the legislative session. She would like to host legislative visits with the library again. Fall is the best time of year. Ottosen noted that the legislature did consult with the Idaho Commission for Libraries. Blank discussed a flyer she received in front of the Post Falls library. A legislative open house is a way to open conversations with elected officials.

Community announcements *(2.5 minutes)* – no discussion

Public comment overview *(10 minutes)*

- Robinson stated that no Board decisions or policies made recently are a reflection of the upcoming election. She talked about the public comment regarding accessing the new minor card and that the commentor did not recall the policy would take time to implement. She also thanked Miller-Escarfuller for her impressive work. Meyer also agreed that it is painful to hear misinformed comments.

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

Personnel Policy manual (request from Ottosen) – will be scheduled after new Director is hired

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

Budget Hearing

- The Budget Hearing is proposed for August 10, 2023. Robinson moved to hold a Budget Hearing for Fiscal Year 2024 on August 10, 2023, at 5:30 pm at Post Falls.

M, C - Robinson

- Blank would like to hold a special meeting following the response from the Director candidate of choice. Proposed days are April 25, 2023, from 2:00 to 4:00 pm or April 27, 2023, from 2:00 to 4:00 pm at Post Falls

- A special meeting for presentation on an estimated budget will be held on May 5, 2023, from 1:30 to 3:30 pm at Post Falls

Adjournment: action item

McCrea moved to adjourn at 12:29 pm

M, C – McCrea

Respectfully submitted,

Lindsey Miller-Escarfuller and Janelle Sells

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#### Calendar of events:

|              |                 |              |             |
|--------------|-----------------|--------------|-------------|
| 18 May 2023  | Regular Meeting | 9:00 – 12:30 | Rathdrum    |
| 15 June 2023 | Regular Meeting | 9:00 – 12:30 | Spirit Lake |
| 20 July 2023 | Regular Meeting | 9:00 – 12:30 | Harrison    |
| 17 Aug 2023  | Regular Meeting | 2:00 – 5:00  | Hayden      |

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Phone: 208-773-1506 ext. 329

Email: [ADAcordinator@communitylibrary.net](mailto:ADAcordinator@communitylibrary.net)

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