

Lewiston City Library
Library Board of Trustees
Regular Meeting | February 16, 2022
Community Room

1. Call to Order: Meeting was called to order at 5:31pm by Chair Andy Hanson
Trustees Present: Chair Dr. Andy Hanson, Diana Ames, Trisha Decker
Trustees Absent: None
Councilor Liaison: Rick Tousley
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino
2. Recognition of Visitors
 - a. Marsha Creason - Lewiston Library Foundation President
 - b. Josh Brown - Lewiston Library Board of Trustees Candidate
 - c. City of Lewiston Mayor - Dan Johnson
3. Approval of additions and deletions to agenda, if any - None
4. Public Comment and correspondence
 - a. L. Johnson acknowledged the donations that were received in memory of Yvonne Fate, a longtime library volunteer who passed away recently.
 - b. L. Johnson included that letters and donations were delivered to the library in memory of Kathy Fellows, a Library Foundation member.
5. City of Lewiston Council Report
 - a. R. Tousley opted to save his comments for new business. D. Johnson stated that he has been mayor for six weeks and has met with all of the directors. He noted that there are some things in the city that haven't been done that need to be completed or brought into alignment.
6. Library Foundation Report
 - i. M. Creason reported that the outdoor space project still has a few things to be finished. She indicated that the Foundation is pursuing funding for the partition project. She concluded by saying that the Foundation is looking for members to join.
7. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings: January 19, 2022
 - b. Review of Statistical Report
 - c. Approval of Statement of Expenses
 - i. Diana Ames moved to approve the current consent agenda and Trisha Decker seconded. All in favor. Motion passed.
8. Committee Reports
 - a. Diana Ames reported that the Art Committee is considering a youth art show. She noted that there has been good recent discussion and the library will be installing art by Kelsey Grafton.

9. Director's Report

- i. Introduction of Josh Brown, Board Candidate
 1. L. Johnson introduced Josh Brown, Kiwanis member and Les Schwab Orchards manager.
- ii. Public Internet System Hardware Update
 1. L. Johnson reported that she met with the ICFL E-Rate consultant William Lamb to go over the hardware changes that will be needed based on end-of-life of current equipment that provides our public internet access. Estimates for replacement could be in the \$70,000 - \$80,000 range with up to 50% reimbursement the following year from the federal government E-rate program. At this time she plans to renew the current contract with our public internet provider.
- iii. Building Update
 1. L. Johnson reported that K & G came by to fix the area where a leak was reported. She included that the maglock door is still an issue and that there is discussion with the subcontractors and IT to get remote access to the panel in the basement to fix the timestamp issue with the Maglock door.
- iv. Staffing Update
 1. L. Johnson mentioned that Carolyn DeBerard has been promoted to Lead Library Assistant. G. Hardie has put in her notice and will be leaving. L. Johnson concluded her update by mentioning that there are over 30 candidates for the open library assistant positions at this time and the opening closes at the end of February.

10. Unfinished Business

- a. Request for Funds from Foundation for Rooftop Project - Action Item
 - i. None
- b. Approval of Moving Funds from Trust to Capital Cash Account - Action Item
 - i. None
- c. Approval of Rooftop Construction Project Expenses - Action Item
 - i. None
- d. Security & Fire Monitoring Contracts - Action Item
 - i. L. Johnson provided us a new quote for Fisher Systems for the security system, Diana Ames to approve the contract with Fisher systems in the amount of \$2,322.98 and Trisha Decker seconded. All in favor. Motion passed.
- e. Best Practices Review
 - i. L. Johnson provided the board the best practices checklist form the Idaho Commission for Libraries so the Board can review.
- f. Items Moved from Consent Agenda - Action Item
 - i. None

11. New Business

- a. Question & Answer with Councilor Tousley - New Council's Vision for the City
 - i. R. Tousley noted that he was excited to join the library board of trustees as a council liaison. He noted that growing up, he spent a lot of time at libraries.
- b. Question & Answer with Board Candidate, Josh Brown - Why Join the Library Board?

- i. Josh Brown introduced himself to the Board of Trustees. He noted that his reason for joining this board is to get involved with this community and has noted the town's growth.

12. Executive Session - Action Item

- a. Idaho Code 74-206(1)(a) - To consider hiring a public employee (or staff member, or individual agent). Trisha moved to go into executive session pursuant to Idaho Code 74-206(1)(a) and Diana Ames seconded.
 - i. aye: Andy Hanson, Diana Ames, Trisha Decker
 - ii. nay: None
 - 1. Diana Ames motioned to leave executive session and Trisha Decker seconded. All in favor. Motion passed.

13. New Business Continued

- a. Recommendation to City Council for Library Board Position - Action Item
 - i. Diana Ames moved to request approval of candidate, Josh Brown, to the Library Board of Trustees of the City Council. Trisha Decker seconded the motion. The motion passed with direction to the Director to make the formal request of the Council.

14. Schedule of Upcoming Meetings

- a. Regular Meeting: March 16, 2022
- b. Regular Meeting: April 20, 2022

15. Adjournment:

The meeting was adjourned at 6:48 pm.