

MINUTES

EAST BONNER COUNTY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
SANDPOINT, IDAHO
Monday, December 13, 2021

WELCOME/ROLL CALL

The meeting was called to order by Chairperson Amy Flint at 4:30 pm and was held in Community Room A of the Sandpoint Branch Library at 1407 Cedar Street in Sandpoint, Idaho. Other trustees present were Jeanine Asche, Susan Shea, Judy Meyers & Joan Terrell.

Also present were Director Viktor Sjöberg and staff member Mary-Claude Margairaz.

There were no members of the public present.

PUBLIC COMMENTS AND ACKNOWLEDGEMENTS

No public comments were received.

CONSENT AGENDA

- APPROVAL OF MINUTES – 11-08-2021
- COMMUNICATIONS
- REPORTS OF COMMITTEES AND DELEGATES

APPROVAL OF CONSENT AGENDA

Jeanine Asche moved to accept the consent agenda, which includes the approval of the minutes of the regular meeting held Monday, November 8, 2021 with the change on page one from Joan Terrell to Susan Shea, the communications and the reports of the committees and delegates of today's meeting. The motion passed with a unanimous voice vote.

REPORT OF THE LIBRARY DIRECTOR

Viktor Sjöberg is focusing on building relationships and listening, working with the staff on a strategy plan. He would like to commend the staff for all they are doing and for taking on new responsibilities as we work to fill vacancies. In the longer term, he is working on restructuring the Organization Chart and is very happy with how things are going.

Jeanine Asche expressed interest in re-opening the teen lounge. Judy Meyers doesn't think it is a good public health thing to do. Susan Shea stated that the community is ready for it. If teens are OK with close contact and no mask coverage they will participate, if not, they won't. Joan Terrell wondered if the Director and staff will make some recommendations and limitation

on the number of people that can be in the room. Viktor Sjöberg has talked to Youth Services Coordinator Erin Stanley about the usage of the space and about starting a teen advisory board.

Joan Terrell commented on all the staff vacancies and thinks it may be good timing for the new Director to hire the staff he would like. Judy Meyers wondered about the applicants' pool. Viktor Sjöberg stated that the Library used different advertising avenues such as Indeed and received a good number of local applicants. He also reported that Circulation and Information Desk Coordinator Tala Wood suggested advertising at the High School for a page position, which he thought was a very good idea. The search for a security / circulation desk employee is going well. He also shared that he will be hiring a manager for the Clark Fork Branch as well as a part time Volunteer Coordinator for the district.

Joan Terrell is sad to see Mike Bauer go and is wondering if he will be replaced. Viktor Sjöberg wants to make sure the Library has time to further develop the job description before posting the position.

Jeanine Asche presented a motion to accept the Report of the Library Director as submitted. The motion carried with a unanimous voice vote.

TREASURER'S REPORT OF INCOME AND EXPENDITURES

Mary-Claude Margairaz reported that the new auditors were at the Library for three days last week and that it went really well. They made some suggestions that are already being applied. The Library will have the draft audit by the end of January and Tony Matson, one of the partners, will come to the February 14th, 2022 board meeting to present it.

Judy Meyers inquired about the situation with Exbabylon and Viktor Sjöberg replied that he met with the owner, Alex Stanton, and that things seem to be improving. Susan Shea stated that the owner should be part of all contact so he knows how his staff is doing.

Joan Terrell made a motion to accept the Treasurer's Report of Income and Expenditures and to pay the expenditures. The motion passed unanimously.

NEW BUSINESS

Revised Officers & Committee List

Amy Flint is replacing Judy Meyers as Chair of the Facilities / Garden Committee for the time being. Joan Terrell confirmed that she is not on the Services / Marketing Committee.

Amy Flint presented a motion to accept the Revised Officers & Committee List as submitted with changes. The motion carried with a unanimous voice vote.

Trustees and Committee Chairs

Jeanine Asche said that the lines between the staff and trustees are blurry. Trustees should have an advisory role and not be doing the job that the staff does.

Joan Terrell doesn't think that there is a rule for a trustee not to be the chair. Jeanine Asche replied that the Board doesn't need a policy but needs to remember why the trustees are there.

Judy Meyers has seven projects that need to be taken by someone else. Viktor Sjöberg said he emailed library department heads to identify anyone that could/would join the Facilities/Garden Committee.

Susan Shea voiced that the meeting times are not always convenient for someone that works. Joan Terrell thinks that the Library is low on staff right now and that makes it tough for the Committees to meet. Viktor Sjöberg said that the role & time of the Trustees need to be respected.

Joan Terrell wondered if the Library offers leadership training for the younger staff and thinks they may be more comfortable to take the lead if trained. Jeanine Asche agreed.

Amy Flint suggested sending a survey and email for someone to take charge. Viktor Sjöberg will take the lead on communication and schedule a meeting.

Joan Terrell recapped that ideally, trustees should not be chairs. All trustees agreed.

ADJOURNMENT

Susan Shea moved to adjourn the meeting at 5:30 pm.

The next scheduled meeting will be:


- Regular meeting of the Board of Trustees, 4:30 pm, Monday January 10, 2022, Community Meeting Room A, Sandpoint Branch Library, 1407 Cedar Street, Sandpoint, Idaho.

Respectfully submitted,

Mary-Claude Margairaz
Bookkeeper

Date Approved

3/14/22



Vanessa Velez, Director Interim



Amy Flint, Board Chairperson

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Viktor Sjöberg, Director
Vanessa Velez, Interim Director



Amy Flint, Board Chairperson