

MINUTES

EAST BONNER COUNTY LIBRARY BOARD OF TRUSTEES REGULAR MEETING SANDPOINT, IDAHO Monday, May 9, 2022

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 & Joan Terrell. Susan Shea joined the meeting at 4:55 pm.

Also present were Director Viktor Sjoberg and staff members, Frank Foderaro & Mary-Claude Margairaz.

Members of the public present: Faith Brenneman & Kathryn Barlow.

PUBLIC COMMENTS AND ACKNOWLEDGEMENTS

Kathryn Barlow asked who does the library displays. Viktor responded that staff members do, some on a monthly rotation.

CONSENT AGENDA

- APPROVAL OF MINUTES - April 11, 2022
- COMMUNICATIONS
- REPORTS OF COMMITTEES AND DELEGATES

APPROVAL OF CONSENT AGENDA

Joan Terrell moved to accept the consent agenda, which includes the approval of the minutes of the regular meeting held Monday, April 11, 2022, 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 introduced Frank Foderaro, the new Lifelong Learning and Volunteer Coordinator of the library.

Amy Flint thinks the library needs to adjust to the current staffing costs. Joan Terrell would like to know the total budget of the libraries that were compared to EBCL in the Director's

report, how many employees do they have and do the numbers include benefit packages. She thinks the Latah County library is the closest to ours. Jeanine Asche stated that it could be thought of in the budgeting that is coming up.

Amy Flint asked what reallocating expenses means and Viktor said he wanted present the current situation to give the board something to respond to.

Jeanine Asche questioned the sustainability of wage increases, especially if more employees are hired. Joan Terrell finds it important to have enough staff to go into the community. Viktor would like to cover a bigger area.

Jeanine Asche would like to see the self-check station being more used so employees can do other things.

Joan Terrell was happy to see that employees like to work at the library.

Jeanine Asche thinks the library should carve some quiet spaces.

Amy Flint welcomed Frank and she would like to increase the number of tech tutors.

Jeanine Asche enjoyed Erin's report and thinks she is amazing. She also loves the standardized reports.

Joan Terrell thinks the new garden gate built by the high school looks great. She also noticed that patrons were using the benches in the garden.

Amy Flint thinks Brenden is doing a great job, keeping the library in the media.

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

Joan Terrell commented on the purchase of the four new patron computers in Clark Fork.

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

1. Online Communications Policy (Social Media Policy)

Susan Shea made a motion to accept the Online Communications Policy. The motion passed unanimously.

2. Displays & Exhibits Policy

Amy Flint would like to see an information card on the display window that identify who to contact for question or concern with each current display.

Joan Terrell made a motion to accept the Display & Exhibits Policy. The motion passed unanimously.

3. Electronic Device Circulation Policy

Susan Shea made a motion to accept the Electronic Device Circulation Policy. The motion passed unanimously.

4. SIP – add/remove contact authorized user

Amy Flint made a motion to accept the addition of Viktor Sjoberg to the State Investment Pool accounts and the removal of Vanessa Velez from those accounts. The motion passed unanimously.

5. Strategic planning Update – informational

Viktor presented an update of the work done. The library staff has conducted early research, has a team and a methodology. Viktor plans to have the information gathering done by the end of August and the information analyzed by the end of October. The goal is to identify the needs, the groups and the themes.

6. Policy Review Priorities – informational

Amy Flint emphasized that the website needs to stay updated.

7. Clark Fork Outdoor Programming Space – update

Susan Shea expressed concerns that the project management is not being done by library personnel. Viktor stated that Jordan is the president of the Friends of the Library, so she is part of the library, just not a paid employee, but that library staff is now taking over the oversight of the project.

Jeanine Asche asked Viktor if he is recommending the project, Viktor answered yes.

Joan Terrell understands Susan's concerns. What if the project goes over budget? Jeanine Asche asked who will be the contact at the library. Viktor and Clark Fork Branch Manager Melissa will be.

Susan Shea finds it funny that the second quote is only \$1,000 over the chosen one. Amy Flint said Jordan did clarify on how difficult it was to even get a second bid as contractors are very busy right now. Susan Shea stated that there is money in budget but the project wasn't in the budget. Viktor finds it to be an excellent initiative because it is rooted in an expressed community need.

Joan Terrell said that it is mostly about trust.

EXECUTIVE SESSION

Executive Session Idaho Code 67-2345 (1) (b): To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent...

The Trustees voted individually and entered into executive session at 5:45 pm.

Voice votes results:

Jeanine Asche	yes
Amy Flint	yes
Susan Shea	yes
Joan Terrell	yes

The reason for the executive session was to consider long-range director goals.

The Trustees returned from executive session at 6:14 pm.

Action taken after return to open meeting: no action taken

ADJOURNMENT

Susan Shea moved to adjourn the meeting at 6:14 pm.

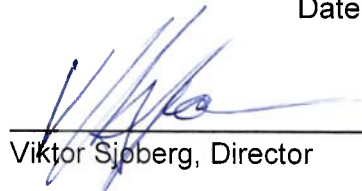
The next scheduled meeting will be:

- **Annual** meeting of the Board of Trustees, 4:30 pm, Monday June 13, 2022
Community Meeting Room A, Sandpoint Branch Library, 1407 Cedar Street,
Sandpoint, Idaho.

Respectfully submitted,

Mary-Claude Margairaz
Bookkeeper

Date Approved 5/24/2022


Viktor Sjöberg, Director


Amy Flint, Board Chairperson