MINUTES

EAST BONNER COUNTY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
SANDPOINT, IDAHO
Monday, January 9, 2023

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 Sjoberg, staff members Mary-Claude Margairaz and Tala Wood.

Members of the public present: Kirsten LeBlanc, Natalie LeBlanc, Lonnie LeBlanc, Dennis Sabath, George Rickert and Faith Brenneman.

PUBLIC COMMENTS AND ACKNOWLEDGEMENTS

George Rickert suggested expanding the access of 3D technology by adding a computer with Quad-Core-Processor in the upstairs area.

Kirsten LeBlanc renewed her request for a restricted area to host materials containing explicit, graphic sexual content or graphic violence. Dennis Sabath would like to see a cell phone policy in place. Faith Brenneman agrees with Kirsten LeBlanc’s comments.

CONSENT AGENDA

• APPROVAL OF MINUTES – regular meeting
• COMMUNICATIONS
• REPORTS OF COMMITTEES AND DELEGATES
  o Policy Review Committee
  o Friends of the Library

APPROVAL OF CONSENT AGENDA

Susan Shea moved to accept the consent agenda, which includes the approval of the minutes of the regular meeting held Monday, December 12, 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
Amy is excited about the library of things. Susan asked about liability the library will hold with the use of items lent. Viktor stated that the library is not planning to add any potentially dangerous items, such as power tools, at this time.

Amy likes the purchase of sewing machines. Joan thinks that it sounds like Home Ec 101 and wonders if the library has talked to the Sandpoint High School. She believes there could be collaboration with Home Ec classes already offered. Amy agreed that collaboration makes a lot of sense. Viktor agreed that this is a good idea and that staff will look into this. He also shared that the interest is coming from children, teens & adults.

Jeanine is pleased that volunteer hours have gone up.

Amy is sad to hear that Tala is going. All trustees agreed with the statement.

Joan inquired about the survey that went out in the mail. She asked if the library received good responses. Amy asked who received the survey. Viktor responded that about 13,500 residents received it and that it couldn't catch everyone. The survey can be found at ebonnerlibrary.org/survey/.

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 pointed out that a prior year comparative income statement report has been added to the finance package. That report tells a different story than the budget vs actual report.

Joan commented on the snow plowing expense for the month of December. She also asked for clarity on the mobility class held at the Clark Fork branch.

Susan Shea made a motion to accept the Treasurer’s Report of Income and Expenditures and to pay the expenditures. The motion passed unanimously.

UNFINISHED BUSINESS - none

NEW BUSINESS

1. Improving internal customer service: Circulation Wiki (presented by Tala Wood, Circulation and Service Desk Supervisor)

This presentation is part of the long-range goal in an effort to improve internal & external customer service. Tala created a Wiki for the Circulation Department, to help train and gather information of all communication. It is searchable and allows a screen view from patrons’ perspective, a one-stop-shop for new and current employees to use.

2. Review and approval of Meeting Room Policy (action item)
Susan Shea made a motion to accept the Meeting Room Policy. The motion passed unanimously.

3. Review and approval of Code of Conduct (action item)

Joan Terrell made a motion to accept the Code of Conduct. The motion passed unanimously.

ADJOURNMENT

Jeanine Asche moved to adjourn the meeting at 5:25 pm.

The next scheduled meeting will be:

- Regular meeting of the Board of Trustees, 4:30 pm, Monday, February 13, 2023, Community Meeting Room A, Sandpoint Branch Library, 1407 Cedar Street, Sandpoint, Idaho.

Respectfully submitted,

Mary-Claude Margairaz
Bookkeeper

Date Approved  2-13-23

Viktor Sjoberg, Director

Amy Flint, Board Chairperson