

**Minutes of a Regular Meeting of the
Coeur d'Alene Public Library Board of Trustees
February 28, 2006**

Trustees Present: Ann Smart, Chairman
Kathleen Sayler, Vice-Chairman
Steve McCrea
Fay Sweney

Others Present: Deanna Goodlander, Council Liaison
Bette Ammon, Director
Suzanne Podrabsky, Executive Asst.

Call to Order: The meeting was called to order at 4:05 P.M. by Chairman Smart.

Consent Calendar: Motion made by Sayler and seconded by Sweney to accept the consent calendar as corrected. Motion carried.

Directors Report: The part time circulation position has been filled by Melissa Williams. Melissa will spend most of her time at the adult circulation desk but will also work in youth services. Pro-rated sick and vacation leave are also offered with this position.

The Director has been working with a committee to identify areas in the new library for public art. The committee will seek proposals from artists in the states of Idaho, Montana, Washington and Oregon.

Accolades: There have been many individuals who have given their time and effort to the library building project. It was suggested they be recognized with a "Friend of the Library" award – a plaque or some other means to show appreciation of their dedication.

Building/Design Committee: Carpet (design) selection has been made and the decision was to use carpet tiles throughout. The design for the youth department has yet to be decided.

Construction drawings are going forward as planned.

Council: Deanna Goodlander will be attending HVAC presentations from 3 or 4 companies in the next couple of weeks.

Mission Statement: The committee will set a time to meet and begin working on the new draft.

LSTA Grant: The grant was approved and funding should begin in April. The Friends of the Library have agreed to provide the \$7,500 match.

Strategic Planning: The City is looking at different ways to develop the strategic plan by putting function first and identifying areas where additional funds are needed. Two areas of concern for the library might be the materials budget and CIN.

Foundation: Announcements will be posted in the local papers highlighting some of the large donations that have been given to the building fund. Assistance may be needed with bookkeeping. Ruth Pratt will put the call out if necessary.

Director 1 Year Review: Evaluations will be given to the staff with instructions to return them to the Board.

Other: The Director was asked to run for the PNLA (Pacific Northwest Library Association) position of Vice-President. If elected, PNLA will pay for conference attendance and transportation. The position only requires four meetings per year. The Board enthusiastically agreed.

March Board Meeting: The March board meeting will be held on the 21st at 4:00 P.M. in the Mayor's office.

Adjournment: Motion made by McCrea and seconded by Sayler to adjourn the meeting at 5:40 P.M.

Respectively Submitted

Suzanne Podrabsky
Executive Assistant