

# Minutes of a Regular Meeting of the Coeur d'Alene Public Library Board of Trustees May 23, 2012

**Trustees Present:**

Doug Fagerness  
Steve McCrea  
Katie Saylor  
Fay Sweney

**Others:**

Bette Ammon, director  
Taylor – Lake City HS  
Deanna Goodlander

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

**Public Comments:** Taylor is attending the meeting to fulfill a requirement for her speech class.

**Consent Calendar:** Question from Sweney about meetings with CLN outreach staff. They were meeting with our children's librarian and outreach coordinator to coordinate visits to schools and daycare centers. Motion to approve Sweney; second, McCrea. Approved.

**Friends/Foundation:** The Friends granted \$1000 to North Idaho Reads for their fall program featuring Bradbury's "Fahrenheit 451." David Adler will be the featured speaker. Steve McCrea would like to participate in our Read Out this year during Banned Books week. The Foundation continues to work on bringing in pledges and other fundraising activities, and preparing Mudgy's truck for parades. Figpickels will continue to publish the Mudgy and Millie book.

**Migration report:** Migration went very well. As expected we had some issues and a few glitches but those are being fixed quickly. The system was quite slow initially and Bywater promptly moved us to a bigger server which seems to have remedied that issue. Christopher is working hard on a variety of tasks. Sweney and McCrea asked about the self-check stations – when will printouts be available? Moving to software that will accomplish that is high on Christopher's list. The Board loves the look of Koha and feels it is very customer friendly.

**Personnel information:** Ten applicants were interviewed for the library clerk position two weeks ago. We currently have four openings for part-time positions. Patricia Hoban and Jennifer Deitz recently resigned. References have been checked on the top four applicants and they will be offered the positions. Two of them will start by June 4 with the other two in mid-June.

**Long Range Planning (SWOT):** Doug presented the draft plan that he and Ann have been writing. They would like the entire Board and Bette to proof and bring back suggestions to the next meeting. Note that the items in lighter type at the end can be worked into other areas in the plan.

**Teen Input:** Student representative Ashley Haynes assisted David Townsend in videotaping the teen spaces here for a Library Science class at San Jose State University in California.

**Parking Lot.** City Council will be considering an ordinance change that will allow monitoring and ticketing in the library lot. Diamond Parking will patrol every two hours and ticket violators. There will be passes for volunteers and staff (who park in the lot when they work the night shift.) Library users who need more than 2 hours parking will be guided to the lot behind city hall. This will likely be implemented mid-June with plenty of advanced notice to library users.

**Internet Policy.** Bette will be sending out a draft revision of our current policy written to comply with the state legislation requiring filtering for patrons 18 years and younger. The Board will need to adopt the policy prior to October 1, 2012 when the legislation goes into effect.

**Meeting Room Policy.** Motion to approve addition to meeting room policy to address upcoming ordinance revision regarding alcohol and Foundation & Friends events, McCrea; Second, Sweney. Discussion – should the Board wait on this amendment until City Council votes on the amended ordinance? Yes. Motion to table, Sweney; Second, Fagerness. Approved.

**Next Meeting:** June 27 at 4 p.m.

**Other:** Sweney asked about the Teen Tech program through the Department of Labor. Will we be participating? Yes, we're expecting at least two teens working here this summer. And – will our library be participating with the Idaho Commission for Libraries Digital Literacy for Trustees program? Sweney and Fagerness would like to be the two trustees enrolled. Bette will apply.

**EXECUTIVE SESSION:** Motion by McCrea, seconded by Fagerness to enter into Executive Session as provided by I.C. 67-2345 Subsection B: To consider the evaluation, dismissal, or discipline of an employee. ROLL CALL: Sayler, Aye; McCrea, Aye; Sweney, Aye; Fagerness, Aye. Motion carried.

The Board entered into Executive Session at 5:10 p.m. Those present were the library director and the library board. Matters discussed concerned employees. The Board returned to its regular session at 5:28 p.m. No action was taken.

**Adjournment:** Motion to adjourn, McCrea; second, Fagerness. Adjourned 5:28 p.m.

Respectively submitted,  
Bette Ammon