

**Latah County Library District  
Board of Trustees - Minutes  
March 23, 2021  
Zoom meeting, 4:30 PM**

In attendance:

Board: Ivar Nelson, Annette Pimentel, Michael Riley, Jen Root, Rochelle Smith.

Staff: Lisa Egan, Mellissa Eichner, Melissa Snyder, Chris Sokol

Guests: MSBT Law bond attorney Stephanie Bonney

1. *Call to order* – Smith called the meeting to order at 4:39 PM
2. *Changes or additions to the agenda* – Move agenda item #10a to precede the Treasurer's report.
3. *Public comment* – none
4. *Approval of minutes* – Pimentel moved to approve the minutes of the February 23, 2021 meeting, Riley seconded. Motion carried.
5. *Facilities Report: Q & A with Stephanie Bonney on facilities ballot measures* – Stephanie Bonney is a bond attorney who works with LCLD attorney Geoff Schroeder. Bonney explained the difference between a General Obligation bond and a levy. Bonds are typically the preferred way to go and need a  $\frac{2}{3}$  approval vote and have a lower interest rate. A levy needs a lower approval vote and has a higher interest rate. Bonney answered questions from the Board and is available for future discussions.  
[Stephanie Bonney excused 5:26 PM]
6. *Treasurer's report* – Pimentel reported that revenues and expenditures are on track. The percent of year elapsed is greater than percent of budget spent.
7. *Accept February 2021 financial reports and expenditures* – Root moved to approve the February treasurer's report and to accept the February expenditures, Riley seconded. Motion carried.
8. *Director's report* – The District is hosting an Every Child Ready to Read "Spring Into Reading" program. This is an early literacy, Kindergarten preparedness workshop presented to parents and caregivers on Zoom. The Branch Managers are working with Stacie Echanove and Mason Neil to contribute segments. Brittany Griffin (Bovill/Deary), Connie Sobczyk (Genesee), Stacie Echanove (Moscow), and Michelle Sturdy (Troy) wrote successful "Summer of STEM" grants to ICfL, each receiving \$500 which will be used for STEM related take-away crafts this summer. The *Library Journal's* annual Public Library Materials Circulation Survey reported a 25.7% collapse in circulation for 2020 with an increase of 29.2% in ebook circulation. The LCLD has seen similar statistics for 2020. Sokol asked trustees to consider establishing a living wage

**Latah County Library District  
Board of Trustees - Minutes  
March 23, 2021  
Zoom meeting, 4:30 PM**

minimum for library employees. Estimates from Castellaw Kom Architects anticipate the Phase 1a remodel project costs exceeding what was budgeted.

9. *Access Services Manager annual report* – Lisa Egan reported on the challenging year 2020 has been. Circulation is down (with the exception of OverDrive) and the library was closed for about three months due to the pandemic. Patrons have been very appreciative of the services the library is offering. Access Services instituted a Curbside Hold Pickup service when the library was closed and continues to offer this service three times a week at Moscow for patrons who prefer not to come into the library. The LCLD played a very active role in Latah County and statewide in the 2020 Census. The District went Fine Free just as the pandemic hit. The library continued as a designated donation and pickup site for Chase the Chill, coordinated by Circulation employee Michelle Huso. Egan was able to attend the PLA conference in Nashville, TN shortly before the pandemic. She attended the ILA virtual conference as well as several library safety and pandemic webinars.
10. *Committee reports* – none
11. *Facilities report*
  - a. Update on Moscow main floor remodel – The estimate from the architects for the projects does not include furnishings. There will need to be further conversation about these costs.
12. *Unfinished business*
  - a. LCLD logo discussion – Sokol presented potential LCLD Logo designs by Hannah Kroese. Trustees are interested in the opinion of library employees, with the Board casting the final vote.

[Jen Root excused 6:01 PM]
13. *New business*
  - a. COVID-19 update – Trustees agreed to keep current safety protocols in place.
  - b. Draft Memorandum of Understanding with LCLD Friends groups – Trustees discussed revising the wording on a few points. Pimentel will send revisions to Sokol for action at the April 2021 board meeting.

**Latah County Library District  
Board of Trustees - Minutes  
March 23, 2021  
Zoom meeting, 4:30 PM**

14. *Items for next month's agenda* – Memorandum of Understanding with LCLD Friends groups, LCLD Foundation, Moscow remodel update, LCLD logo.
15. *Public comment* – none
16. *Adjourn* – Smith adjourned the meeting at 6:25 PM.

**Next meeting - April 27, 2021 via Zoom (Moscow Library), 4:30 pm**

APPROVED 4/27/21  
mjs/cs