

**Latah County Library District
Board of Trustees - Minutes
January 21, 2020
Moscow Library, 4:30 PM**

In attendance:

Board: Ivar Nelson, Annette Pimentel, Michael Riley, Rochelle Smith. Absent (excused): Jen Root

Staff: Mellissa Eichner, Melissa Snyder, Chris Sokol

Guests: Greg Castellaw and Brent Beaudoin from Castellaw Kom Architects

1. *Call to order* – Smith called the meeting to order at 4:31 PM
2. *Changes or additions to the agenda* – the December Treasurer’s report will be given at the February meeting; Castellaw Kom Architects report will be presented before the Treasurer’s report.
3. *Public comment* – none
4. *Approval of minutes* – Nelson moved to approve the minutes of the December 17, 2019 meeting, Riley seconded. Motion carried.
5. *New business* – Castellaw Kom Architects report– The Moscow library is currently 10,700 square feet (both floors). Castellaw recommended the building should have about 18,000 square feet to meet current needs. He proposed several options to add square footage to the existing building while preserving the original Carnegie library. He discussed set-back and parking requirements for the library under its Residential Office zoning designation. Ideas include extending the basement west in front of the Carnegie, extending the entry to the west, extending the east side of the 1982 addition toward the parking lot, and building a suspended upper level over the 1982 addition. Castellaw Kom is also looking at the efficiency of our current space and will propose recommendations.
[Riley exited the meeting at 6:00 PM.]
6. *Treasurer’s report* – Pimentel reported that November revenues and expenditures are on track. Nelson moved to approve the November report and to accept the November expenditures, Pimentel seconded. Motion carried.
7. *Director’s report* – The library has installed a smart TV in the board room and one in the Brink room to improve programming opportunities. Claire Chin generously agreed to fund both projects. Following Rosemary Anderson’s December Daily News column, the library saw a spike in circulation of Curiosity Collection items. Several libraries in the Valnet consortium will be going fine-free beginning in February 2020.
8. *Report from Idaho Library Association annual conference* (Pimentel, Sokol) – postponed until the February 25 meeting.

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9. *Committee reports* – none
10. *Old business*
 - a. Potlatch building ownership transfer update – The Potlatch City Council would like more information about the library. Sokol and Donna Quiring will meet with the mayor and city clerk.
11. *Items for next month's agenda* – Reports on 2019 Idaho Library Association annual conference, auditor's report, Business Manager report, Board retreat, proposal for LCLD to go fine-free.
12. *Public comment* – none
13. *Adjourn* – Smith adjourned the meeting at 6:34 PM.

Next meeting – February 25 at the Moscow Library, 4:30 pm

APPROVED 2/25/20
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