

**Latah County Library District
Board of Trustees - Minutes
January 26, 2021
Zoom meeting, 4:30 PM**

In attendance:

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

Staff: Melissa Snyder, Chris Sokol

1. *Call to order* – Smith called the meeting to order at 4:35 PM
2. *Changes or additions to the agenda* – The December Treasurer’s report will be presented at the February 23, 2021 meeting.
3. *Public comment* – none
4. *Approval of minutes* – Pimentel moved to approve the minutes of the December 15, 2020 meeting. Nelson seconded, motion carried.
5. *Director’s report* – The Latah Library Foundation participated in the Alternative Giving Market of the Palouse in December, 2020. They raised \$2,038, intended to fund the district-wide Teen Take-away craft program. Circulation of physical materials was down district wide in December while Overdrive use continued to increase. Bailey Gillreath-Brown, Adult Services Manager, hosted a Facebook Live event with author Jess Walter on January 14.
6. *Committee reports* – none
7. *Facilities reports* –

With the goal of building a new, expanded library in Juliaetta, the Community Library Project has been investigating property options within Juliaetta. The LCLD Board of Trustees recognizes the current location is within walking distance of the elementary school and the City of Juliaetta has been very supportive of the library. However, the Board is not tied to keeping the library in Juliaetta if a more promising option is available nearby, and local citizens and city government are supportive of a move.

Castellaw Kom has completed their on-site review of the Moscow Library and will have construction plans ready to submit to the city for review by the end of February. They will attend the February Board meeting to present the plans to the Board for approval.
8. *Unfinished business*
 - a. Board Retreat Plans – The Board retreat will take place over Zoom on Friday, February 12 from 2:00-5:00 PM. The retreat will be a public meeting with an agenda posted in advance. Smith and Pimentel will provide Trustees with self-evaluation materials in advance of the meeting. Agenda items will include: Board self-evaluation,

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communication and expectations for the Latah Library Foundation, grant opportunities for capital projects, and discussion of the Moscow Library facility.

9. *New business*

- a. COVID-19 update and approval of guidelines – Pimentel made a motion to adopt the language of the Latah County Library District COVID-19 Guidelines and Requirements with the addition of a bullet point stating that those who have previously tested positive for COVID-19 and those who have received the vaccine are still required to wear face masks in all LCLD libraries. Root seconded. The motion passed unanimously.

10. *Items for next month's agenda* – LCLD annual audit, Castellaw Kom plan for the Moscow Library main floor remodel review.

11. *Public comment* – none

12. *Adjourn* – Smith adjourned the meeting at 6:01 PM.

Next meeting - February 23, 2021 via Zoom/Moscow Library, 4:30 pm

APPROVED 2/23/21
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