

**Latah County Library District  
Board of Trustees - Minutes  
June 22, 2021  
Bovill Library, 4:30 PM**

In attendance:

Board: Jennifer Henrichs, Michael Riley, Jen Root, Rochelle Smith. Excused: Annette Pimentel

Staff: Melissa Snyder, Chris Sokol

1. *Call to order* – Smith called the meeting to order at 4:36 PM
2. *Changes or additions to the agenda* – none
3. *Public comment* – none
4. *Approval of minutes* – Henrichs moved to approve the minutes of the May 25, 2021 meeting, Riley seconded. Motion carried.
5. *Treasurer's report – Accept May 2021 financial reports and expenditures* – Riley moved to approve the April treasurer's report and to accept the May expenditures, Root seconded. Motion carried.
6. *Facilities report*
  - a. Acceptance of bid for Moscow Library remodel – Riley moved to accept the bid from K&G Construction for the Moscow Library remodel, Henrichs seconded. Motion carried.
  - b. Issue intent to award to apparent low bidder – Henrichs moved and Root seconded the motion to issue intent to award to low bidder K&G Construction for the base bid and alternates 1-4, and seek additional funding for alternate 3 from the Latah County Library Foundation. The motion was approved unanimously.
7. *Director's report* – The interior walls of the Bovill library will receive a fresh coat of paint. The Moscow library created an outside programming space by planting sod and removing the fences on the southwest corner. Sokol submitted an American Rescue Plan Act grant for a book bike, an ebook library at the Pullman airport, and to fund the Books for Babies program. Avista and Whitman County have agreed to partner with LCLD for the Pullman airport ebook library. The Finance committee will need to meet prior to the July board meeting regarding the 2021-22 budget. The City of Juliaetta is having the exterior of the Juliaetta library painted. Sokol will reach out with recommendations of book titles to be included.
8. *Committee reports* – none
9. *COVID-19 update*
  - a. Consider continuation or rescinding of staff mask requirement – Riley moved and Root seconded the motion to rescind the staff mask requirement with the following

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statement: "Vaccinated staff are free to not wear a mask if desired. Unvaccinated staff are reminded that a large proportion of our patrons are younger than 12, ineligible to be vaccinated, and therefore at increased risk of exposure to COVID-19 from unvaccinated people. The LCLD board of trustees emphatically recommends COVID-19 vaccination for all staff. Unvaccinated public-facing staff are strongly encouraged to wear a mask while on duty." The motion was approved unanimously.

10. *Unfinished business*

- a. Root moved to accept the proposed revisions to the board bylaws, Henrichs seconded. Motion carried.

11. *New business*

- a. Approve holiday closures for 2021-22 – Riley moved to approve the holiday closures for 2021-22 as presented with the addition of Juneteenth (to be observed on Monday, June 20, 2022). Root seconded and the motion passed unanimously.
- b. Approve board meeting schedule for 2021-22 – Root moved to approve the board meeting schedule for 2021-22, Henrichs seconded. Motion carried.
- c. Election of Officers – postponed until the July meeting.
- d. Committee appointments – postponed until the July meeting.

12. *Items for next month's agenda* – Review 2021-22 proposed budget, election of officers, and committee appointments.

13. *Public comment* – none

14. *Adjourn* – Smith adjourned the meeting at 6:02 PM.

**Next meeting - July 27, 2021 at the Deary Library, 4:30 pm**

APPROVED 7/27/21

mjs/cs