

**Latah County Library District
Board of Trustees - Minutes
August 25, 2020
Zoom meeting, 5:30 PM**

In attendance:

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

Staff: Mellissa Eichner, Melissa Snyder, Chris Sokol

1. *Call to order* – Smith called the meeting to order at 5:37 PM
2. *Changes or additions to the agenda* – none
3. *Public comment* – none
4. *Approval of minutes* – Pimentel moved to approve the minutes of the July 28, 2020 meeting, Nelson seconded. Motion carried.
5. *Treasurer's report* – Pimentel reported LCLD expenditures remain lower than the projected budget. Root moved to approve the July report and to accept the July expenditures, Nelson seconded. Motion carried.
6. *Director's report* – Moscow continues to offer curbside hold pickup twice a week which is popular with patrons. The Adult and Youth Services Managers have utilized alternative programming to connect with the public such as an outdoor Story Stroll, a digital book discussion, and virtual performances for the Summer Reading Program. Echanove also provided digital storytimes and Facebook live storytimes. The LCLD recently announced the "Fine Free" policy to the public. Avista sent the Library Foundation a \$250 grant for pandemic-related supplies. The Foundation agreed to fund the Deary restroom remodel and purchase the remaining baby changing stations needed for branches. They also purchased three laser jet printers for branches. Sokol is investigating sponsoring a pop-up library at the Pullman-Moscow airport.
7. *Committee reports* – The Planning Committee continues to work on updating the LCLD Strategic Plan. During the next month, they will meet by Zoom to further discuss and create a draft for Board approval.
8. *Old business*
 - a. Approve proposed 2020-2021 budget – Pimentel moved to approve the proposed 2020-2021 budget, Root seconded. Motion carried.
9. *New business*
 - a. Amend or eliminate Administrative Policy 2.4.1, Wireless Internet Service [Memo appended] – Nelson made a motion to eliminate Administrative Policy 2.4.1

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immediately and add an amendment at a later date. Pimentel seconded, motion carried. Sokol and Smith will work together to draft an amendment.

- b. Review face mask and other safety protocol guidelines in LCLD libraries in light of current coronavirus trends – A Moscow employee who has been quarantining has tested positive for COVID-19. Staff members who worked with this employee prior to the self-quarantining will also be quarantining. After discussion and review of the LCLD safety protocol, trustees decided to keep the library open. Mask wearing is required in Moscow and recommended in the branch libraries. Due to increasing cases in Latah and Whitman counties, Nelson proposed requiring masks at all Branch libraries, Pimentel seconded. Motion carried.
 - c. Approve drafting of a resolution to create two new capital projects accounts – Postponed until the September 22 Board meeting.
 - d. Discuss creation of a statement on diversity and inclusion – Postponed until the September 22 Board meeting.
10. *Items for next month's agenda* – Discussion on creating two new capital project accounts, LCLD statement on diversity and inclusion, Troy Branch Manager annual report.
11. *Public comment* – none
12. *Adjourn* – Smith adjourned the meeting at 6:54 PM.

Next meeting - September 22, 2020 by Zoom, 4:30 pm

APPROVED 9/22/20
mjs/cs