Lewiston City Library
Board of Trustees
Regular Meeting | Wednesday, July 17, 2024
Event Space

1. Call to Order: The meeting was called to order at 5:36 PM by Chair Diana Ames
   Trustees Present: Diana Ames, Rebecca Snodgrass, Andy Hanson, Trisha Decker
   Josh Brown
   Trustees Absent: None
   Councilor Liaison Absent: Jim Kleeburg
   Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino

2. Recognition of Visitors
   a. Kaylee Brewster - Lewiston Morning Tribune
   b. Vickie Fadness - Citizen

3. Public Comment & Correspondence
   a. Various thank you cards from patrons were handed to the trustees to view.

4. City of Lewiston Council Report
   a. None

5. Library Foundation Report
   a. L. Johnson, on behalf of the Library Foundation, reported that she is working with D. Ohrtman of the Library Foundation on a Clearwater Paper grant for further programming at the library.

6. Consent Agenda - Action Item
   a. Approval of Minutes of Previous Meetings - Board of Trustees from June 18, 2024
   b. Review of Statistical Report
   c. Approval of Statement of Expenses
      i. Trisha Decker moved to approve the consent agenda as presented and Andy Hanson seconded the motion. All in favor. Motion carried.

7. Committee Reports
   a. Art Committee
      i. L. Johnson reported that the group is working on the Fall art installation plans and other projects later down in the pipeline for 2025.

8. Director's Report
   a. Staffing
      i. L. Johnson announced that the library has hired a new library assistant, Emma J, who had her first day of work today. She added that the Summer Associates are wrapping up their seasonal positions next week.
   b. ALA Annual Conference Report

        i. L. Johnson reported on her attendance at the American Library Association in San Diego and the various presentations she attended.
    c. FY 2024 Budget Amendment
        i. L. Johnson informed the board of her work with finance in regard to finalizing the budget amendment for fiscal year 2024 that includes the receipt of grants above the projected amount.
    d. Surplus Items
        i. L. Johnson reported on the recent surplus of library items that include three iMacs that can no longer receive updates from Apple as well as a SmartBoard that had been at the library since 2014 and is not being used.

9. Unfinished Business
    a. Request for Relocation with Regard to Harmful to Minors Policy - Action Item
        i. L. Johnson and the Board members worked on further modification of the questions on the form portion of the policy in order to gather more information that would be needed in the event of a challenge.
            1. Andy Hanson moved to approve the request for relocation with regard to harmful and minors policy as amended and Trisha Decker seconded. All in favor. Motion carried.
    b. Items Moved from Consent Agenda - Action Item
        i. None

10. New Business
    a. Special Collections Policy
        i. L. Johnson proposed to the board the creation of a special collections policy for materials in the library that includes items in the local history room and the library basement.
    b. Library Closure Request for Valnet Training Day - Action Item
        i. L. Johnson asked the board to close the library in order to allow for an all day Valnet consortium training.
            1. Andy Hanson moved to approve the closure request on September 18 for a Valnet training day and Rebecca Snodgrass seconded the motion. All in favor. Motion carried.

11. Schedule of Upcoming Meetings
    a. Regular Meeting: August 21, 2024
    b. Regular Meeting: September 18, 2024

12. Adjournment - Action Item
    a. Andy Hanson moved to adjourn the meeting and Trisha Decker seconded. All in favor. Motion carried.