Lewiston City Library
Board of Trustees
Regular Meeting | Wednesday, February 19, 2025
Event Space

1. Call to Order: The meeting was called to order at 5:39 PM by Diana Ames
   Trustees Present: Diana Ames, Josh Brown, Andy Hanson via Zoom, Rebecca Snodgrass via Zoom,
   Councilor Liaison Absent: Jim Kleeburg
   Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino

2. Recognition of Visitors
   a. None

3. Public Comment & Correspondence
   a. L. Johnson provided a letter that accompanied a donation from the Tsceminicum Club. No other correspondence was received.

4. City of Lewiston Council Report
   a. None

5. Library Foundation Report
   a. None

6. Consent Agenda - Action Item
   a. Approval of Minutes of Previous Meetings - Board of Trustees from January 8, 2025 Special Meeting and January 15, 2025
   b. Review of Statistical Report
   c. Approval of Statement of Expenses
      i. Andy Hanson moved to approve the consent agenda and Josh Brown seconded. All in favor. Motion carried.

7. Committee Reports
   a. Art Committee
      i. L. Johnson reported that the Art Committee will meet tomorrow Thursday, February 20. The upcoming artist will be Rachael Eastman.

8. Director's Report
   a. Grants
      i. L. Johnson reported the Digital Access for All Idaho grants are being reviewed. The Creative Aging grant has been awarded and will be used for art classes for seniors.
      ii. Johnson included that Linda M. completed her art mural in the children's library and the library hosted a presentation that went great with an attendance of 94 people.

        iii. L Johnson shared she has attended a University of Washington community archive grant webinar for which she plans to apply. If awarded, it will allow for a possible historical digitization project.
    b. Facilities Update
        i. L. Johnson reported that there has been an ongoing leak from the Rooftop Gallery to the first floor meeting room below. The Facilities Department has had the space abated but the leak has not been fixed as of yet and the room is not available to the public for use.
    c. Staffing Update
        i. L. Johnson reported that M. Wren will start on February 24 filling a 24-hour-per-week library assistant position.
    d. Strategic Plan Final Update
        i. L. Johnson commented that she had finished the disaster plan as a final part of the strategic plan and noted some items that were not addressed, such as exterior painting.

9. Unfinished Business
    a. Review of Public Survey Results
        i. The board reviewed the public survey results. A. Hanson asked the administrative staff to bring back three to five suggestions for discussion based on the results.
    b. Items Moved from Consent Agenda - Action Item
        i. None

10. New Business
    a. Priorities for 2026 Budget - Action Item
        i. A discussion proceeded around the need for a potential self-check machine replacement and other options, such as staff building a custom machine. Other possible items discussed that will impact budget planning included digital streaming options like Hoopla as requested by patrons, additional mobile shelving for the children’s area, additional adult nonfiction shelving, updated seating and mobile study spaces. No action was taken.
    b. Public Internet via E-Rate - Action Item
        i. L. Johnson provided the Board with an update on the current bid process for E-Rate-funded internet and the library's possible options, including moving to the city-provided internet.
            1. Josh Brown motioned to bring the internet via e-rate topic to the March 19 meeting unless L. Johnson needs to make a decision prior to the meeting based on bid deadlines and Rebecca Snodgrass seconded. All in favor. Motion carried. Andy Hanson was absent.
    c. Library Closure Request for Staff Training - Action Item
        i. Rebecca Snodgrass moved to close the library on May 5th for a semi-annual professional development day, and Josh Brown seconded. All present in favor, and the motion carried.

11. Schedule of Upcoming Meetings
    a. Regular Meeting: March 19, 2025
    b. Regular Meeting: April 16, 2025

12. Adjournment - Action Item
    a. Josh Brown motioned to adjourn at 7:16 PM and Rebecca Snodgrass seconded.