Lewiston City Library
Board of Trustees
Regular Meeting | Wednesday, June 18, 2025
Community Room

1. Call to Order: The meeting was called to order at 5:39 PM by Rebecca Snodgrass
   Trustees Present: Chair Rebecca Snodgrass, Diana Ames, Andy Hanson,
   Trustees Absent: Josh Brown,
   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. A note from the Executive Director of the Idaho Developmental Disabilities Council was presented, expressing appreciation for the accommodations provided by the library and thanking the library for its continued service.

4. City of Lewiston Council Report
   a. None

5. Library Foundation Report
   a. In the absence of Danielle Kinyon, Lynn Johnson provided a report from a message sent by Danielle. She noted that there was no Foundation meeting this month. However, a finance subcommittee was created, and efforts are underway to recruit new members to fill their roster.

6. Consent Agenda - Action Item
   a. Approval of Minutes of Previous Meetings - Board of Trustees from May 21, 2025, and Art Committee from March 20, 2025, and April 17, 2025
   b. Review of Statistical Report for May,
   c. Approval of Statement of Expenses for May.
      i. Diana Ames approved the consent agenda as presented, and Andy Hanson seconded the motion. All in favor. Motion carried.

7. Committee Reports
   a. Art Committee
      i. Lynn Johnson reported that the Art Committee will not meet tomorrow due to the holiday. She recently met with Kelsey Grafton and Ray Esparsen to discuss plans for Art Walk. She also mentioned that she has been in conversation with artist Dawn Norman from Oregon about an August installation.

8. Director's Report
   a. Facilities

    i. Lynn Johnson shared that the lighting crew will return to continue work on the lighting project during the library's closure for Juneteenth. She commended Chris S. for his continued work maintaining the library building and noted the recent installation of new blinds in the Event Space.
  b. Staffing
    i. L. Johnson reported that Ann Best, a 19-year staff member, is retiring in mid-July, as well as Children's Librarian Colleen Olive, who will be effectively retiring in September, although taking time off in August.

9. Unfinished Business
  a. Art Walk - Action Item
    i. Lynn Johnson presented a Request for Proposals (RFP) related to the Art Walk project received from the Chamber of Commerce. A discussion followed concerning next steps, but no action was taken at this time.

  b. Items Moved from Consent Agenda - Action Item
    i. None

10. New Business
  a. Event Space Audio Visual System - Action Item
    i. Lynn Johnson informed the Board that the Event Space projector and the software used in the A/V rack will soon need replaced due to the projector reaching its end of life and complications with the current software vendor. She advised the Board that the new system may involve either free or paid software that ideally can be managed in-house. No formal action was taken.
  b. Recognition of the 125th Anniversary of the Library
    i. L. Johnson asked the board for feedback on an upcoming anniversary recognition for the 125th anniversary of the library. L. Johnson said that she wanted to present the idea for consideration. A discussion was held on the possible creation of an ad hoc committee with library stakeholders to guide planning for this event.
  c. Surplus of Library Property - Action Item
    i. L. Johnson provided the list of annual surplus items
      1. Andy Hanson moved to approve the surplus list with the addition of an office desk stored in the basement, and Diana Ames seconded the motion. All in favor. Motion carried.
  d. Request to Close for Valnet Training Day - Action Item
    i. Diana Ames moved to approve the closure of the library on September 8th for Valnet Training day, and Andy Hanson seconded the motion. All in favor. Motion carried.

11. Schedule of Upcoming Meetings
  a. Regular Meeting: July 16, 2025
  b. Regular Meeting: August 20, 2025

12. Adjournment - Action Item

a. Andy Hanson and Diana Ames seconded the motion to adjourn at 6:20 PM