

Lewiston City Library
Board of Trustees
Regular Meeting | Wednesday, July 16, 2025
Community Room

1. Call to Order: The meeting was called to order at 5:41 PM by Chair Rebecca Snodgrass
Trustees Present: Chair Rebecca Snodgrass, Diana Ames by phone, Josh Brown
Trustees Absent: Andy Hanson
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. Danielle Kinyon - Lewiston Library Foundation President
4. City of Lewiston Council Report
 - a. None
5. Library Foundation Report
 - a. Danielle reported that the Foundation took June off, and she reported that the Foundation is looking to find a piano in honor of Dawn Wittman. She informed us that heavy recruiting is still ongoing to find volunteers for the Foundation. Also to note, a finance subcommittee has been created consisting of Missy Clifford, Fred Fickenwirth, and John Rusche.
6. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings - Board of Trustees from June 18, 2025
 - b. Review of Statistical Report for June
 - c. Approval of Statement of Expenses for June.
 - i. Josh Brown motioned to approve the consent agenda, and Diana Ames seconded. All in favor. Motion carried.
7. Committee Reports
 - a. Art Committee
 - i. Lynn Johnson reported that the Art Committee is scheduled to meet tomorrow. She noted that artist recruitment efforts are ongoing, and the committee is considering making minor updates to the artist page on the library's website with Technology Librarian Darin Garr.
8. Director's Report
 - a. Facilities
 - i. Lynn Johnson reported that the vendor for the lighting project was at the library preparing to sign off on the project, with only a few remaining

punch list items to finalize. She also noted that Administrative Assistant Bruno Alvino has been looking into the issues with the cracked pavers on the Rooftop Garden to help determine next steps for repair or replacement.

b. Staffing

- i. Lynn Johnson shared that Ann Edwards Best's last day will be Thursday, July 17, 2025. As a farewell gesture, Library Assistant Corla Hughes made a quilt for her. Separately, Zanna Sharp has transitioned from her full-time role to a part-time lead assistant position. The library is now in the process of hiring a new full-time Lead Assistant to fill the open position.
- ii. Youth Services Librarian Colleen Olive will be retiring in August. The recruitment process to fill her position will begin internally before being opened to external candidates if necessary.

c. Friends of the Library

- i. Lynn Johnson informed the Board that the leadership group of the Friends of the Library intends to retire following the December book sale. The library's volunteer coordinator, Zanna Sharp, is drafting job descriptions in preparation for recruiting new leadership and members.

d. Art Walk

- i. L. Johnson reported that no proposals were submitted in response to the Art Walk RFP by the LC Valley Chamber of Commerce. As a result, a meeting was held at the library to discuss the future of the event. It was agreed by this group that this year's Art Walk will be more low-key than in previous years but will be held. The event is scheduled for the first weekend of October.

9. Unfinished Business

a. Event Space Audio Visual System - Action Item

- i. Diana Ames motioned to approve the purchase of the new Epson projector, along with new software to operate the AV system in the Event Space. Josh Brown seconded the motion. All in favor. Motion carried.

b. Items Moved from Consent Agenda - Action Item

- i. None

10. New Business

a. Fifth Street Entrance Closure

- i. Lynn Johnson informed the Board that she discovered a visible crack in the concrete near the top of the Fifth Street entrance. City staff evaluated the damage, and the entrance has been closed as a precaution. The situation is now awaiting further assessment and quote for repair from Mangum Construction.

11. Schedule of Upcoming Meetings

- a. Regular Meeting: August 20, 2025
- b. Regular Meeting: September 17, 2025

12. Adjournment - Action Item

- a. Josh Brown moved to adjourn the meeting at 6:33 PM, and Diana Ames seconded. All in favor. Motion carried.