

**Lewiston City Library**  
**Board of Trustees**  
**Annual Meeting | Wednesday, May 20, 2026**  
**Community Room**

1. Call to Order: The meeting was called to order by Chair Rebeca Snodgrass at 5:34 PM  
Trustees Present: Rebecca Snodgrass, Diana Ames, Andrew Hanson  
Trustees Absent: Thomas Hill, Josh Brown  
Councilor Liaison: Jim Kleeburg  
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino
2. Recognition of Visitors
  - a. Danielle Kinyon - Lewiston Library Foundation President
3. Public Comment & Correspondence
  - a. A thank you note from ICFL for the Lewiston Library hosting the North Idaho Director and Services Roadshow.
4. City of Lewiston Council Report
  - a. Council Liaison Jim Kleeburg reported that there is a public works expo tomorrow at the Nez Perce County Fairgrounds.
5. Library Foundation Report
  - a. Danielle Kinyon reported that the endowment fund for the Foundation has been created, and she reported that the Foundation is completing phase 1 phase 2 of the partitions in the Computer Lab, which leaves phase 3, the partition in the Event Space.
6. Consent Agenda - Action Item
  - a. Approval of Minutes of Previous Meetings - Board of Trustees from April 15, 2026 and Art Committee Meeting Minutes from March 19, 2026
  - b. Review of Statistical Report for April
  - c. Approval of Statement of Expenses for April
    - i. Andy Hanson moved to approve the consent agenda, and Diana Ames seconded. All in favor. Motion carried.
7. Committee Reports
  - a. Art Committee
    - i. L. Johnson reported that there has been a formal application for another artist, and she reported that Bill Voxman's work will be coming down next week with the upcoming installation of quilts.
8. Election of Officers - Action Item
  - a. Andy Hanson nominated Rebecca Snodgrass for Chair of the Board of Trustees, and Diana Ames seconded the motion. All in favor. Motion carried.

- b. Andy Hanson nominated Tom Hill for Vice Chair, and Diana Ames seconded the motion. All in favor. Motion carried.
9. Director's Report
- a. Grants & Donations
    - i. Director Johnson reported that the Library has received a \$1,400 grant from the Nez Perce Tribal Education Grant for an educational drone program.
  - b. Staffing
    - i. L. Johnson reported that the library has recently hired Blythe and Cadence, as seasonal Summer Associates.
10. Unfinished Business
- a. Furniture Reupholstery Project - Action Item
    - i. L. Johnson reported that the Library has received a quote of \$23,837 for the library furniture re-upholstery project. Director Johnson reported that she would prefer to split the project between two budget years. One chair has been sent to ICI to be recovered as a demonstration of their work. The plan is to revisit this at the next board meeting.
  - b. South Side Exterior Paint Project - Action Item
    - i. L. Johnson presented the two painting quotes to the Board of Trustees for review, provided by D Sinner, Facilities Manager. Facilities Maintenance will fund the project, but has asked the library to contribute to the funds if possible at a later time.
  - c. Notary Services Policy - Action Item
    - i. Amendments were discussed as follows:
      - 1. "If the library is currently offering notary services." which will allow for no services if there is not a staff member certified to complete the Notarial Act.
      - 2. Under the Fees section, the library may assess a fee for the notary services rather than the library will assess a fee of \$5. This is based on the idea that staff completing the Notarial Act are acting for the State of Idaho rather than the City of Lewiston.
        - a. Andy Hanson moved to approve the policy as amended, and Diana Ames seconded. All in favor. Motion carried.
11. New Business
- a. Makerspace Flooring - Action Item
    - i. None at this time. The Board will discuss at an upcoming meeting.
  - b. Rooftop Irrigation
    - i. The library reviewed the Rooftop and potential modifications to reduce water impacts to the building and maintain the plants. Director Johnson informed them that a quote is on the way.

- c. Faxing Fees
    - i. L. Johnson informed the Board that faxing is ready to be launched, but will need to go through a public hearing for implementation of a new fee and then needs to be approved by the Board.
  - d. Notary Fees
    - i. The board informed Director Johnson that they have chosen not to charge a notary fee.
  - e. Learning Lab Partition Project - Action Item
    - i. Andy Hanson moved to approve the purchase and installation of the partitions in the computer lab with a donation funded from the Lewiston Library Foundation, and Diana Ames seconded. All in favor. Motion carried.
  - f. Request for Relocation with Regard to Harmful to Minors Policy Review
    - i. Director Johnson provided the updated copy with newly required definitions for the Board to revisit at an upcoming Board meeting.
12. Schedule of Upcoming Meetings
- a. Regular Meeting: June 17, 2026
  - b. Regular Meeting: July 15, 2026
13. Adjournment - Action Item
- a. Andy Hanson moved to adjourn at 6:42 PM