**Lewiston City Library**
**Library Board of Trustees**
**Regular Meeting | April 19, 2023**
**Community Room**

1. Call to Order: Meeting was called to order at 5:35 PM by Chair Diana Ames
   Trustees Present: Diana Ames, Andy Hanson, Rebecca Snodgrass, Josh Brown, Trisha Decker
   Trustees Absent: None
   Councilor Liaison via Zoom: Rick Tousley
   Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino

2. Recognition of Visitors
   a. Katie Hollingshead - Community Development Assistant Planner

3. City Comprehensive Plan - K Hollingshead
   a. Katie Hollingshead presented the Board with Envision Lewiston 2044 and requested the Board fill out the questionnaire.

4. Approval of additions and deletions to agenda, if any

5. Public Comment and correspondence
   a. Colleen Olive, Youth Services Librarian, was interviewed by a journalist from a German newspaper and Lynn Johnson shared the newspaper article with the board.
   b. L. Johnson presented the board a thank you card sent to her and Bruno Alvino for their assistance in the meeting room set up for a Valley Vision meeting that was held in March.

6. City of Lewiston Council Report
   a. R. Tousley announced that the fire chief recruitment is still ongoing. He also discussed upcoming conversations about fees to take place at City Council meetings. He concluded his presentation by discussing the new upcoming ordinance related to vicious animals.

7. Library Foundation Report
   a. Diana Ames reported that no officers could attend today's Board meeting. L. Johnson shared that there had been further discussion about the gala at their previous meeting.

8. Consent Agenda - Action Item
   a. Approval of Minutes of Previous Meetings: March 15, 2023
   b. Review of statistical report
   c. Approval of statement of expenses
      i. Trisha Decker moved to approve the consent agenda and Rebecca Snodgrass seconded with the approval of corrections. All in favor. Motion passed.

9. Committee Reports
    a. Art Committee
        i. L. Johnson shared that the art committee webpage has now launched and there are upcoming artists that the committee will be meeting with.

10. Director's Report
    a. Grants
        i. Capital Grant
            1. L. Johnson noted that the grant has been broken into three tiers and the tier of grant that the library applied for will be competitive. She asked the board for permission to move forward with the application process with a deadline of May 26 since we were invited to based on the acceptance of the letter of intent.
        ii. EBSCO Solar Grant
            1. L. Johnson shared that the vendor EBSCO released a grant that allows for the cost of purchasing and installing solar panels on libraries. The library, with the help of Grant Writer, Melinda Rose, and Facilities Manager, Valerie Warren, applied for the grant in the amount of $144,700.
    b. Staffing
        i. L. Johnson reported that interviews have been conducted for the open library assistant position and the Summer Associate positions interviews will take place in early May.
    c. History Preservation Commission Plaque Update
        i. L. Johnson reported that the plaque will be installed and a commemoration ceremony will take place the Monday of the Library 10th year anniversary celebration week.

11. Unfinished Business
    a. Public Internet System Replacement - Action Item
        i. L. Johnson reported that the library went out to bid for the public internet system replacement hardware. Johnson presented the top quote of those that were reviewed by L. Johnson, D. Garr and B. Alvino. Johnson provided information from the City IT manager regarding their proposal for their possible internet installation. No action was taken at this time but direction was given to discuss this topic with the Mayor at the upcoming budget meeting, including concerns and benefits.
    b. Items moved from the consent agenda - Action Item
        i. None

12. New Business
    a. Proposed Library Operating Budget for Fiscal Year 2024 - Action Item
        i. L. Johnson presented the current draft budget for the upcoming fiscal year, explaining her proposal. L. Johnson went over each individual line item.

1. Andy Hanson moved to approve the preliminary working budget for fiscal year 2024 and Tricia Decker seconded. All in favor. Motion passed.

b. Early Close of Second Floor - June 10, 2023 - Action Item
   i. Andy Hanson moved to approve the early closure on June 10 to provide latitude to close as the director deems necessary and Trisha Decker seconded. Motion carried.

13. Schedule of Upcoming Meetings
    a. Regular Meeting: May 17, 2023
    b. Regular Meeting: June 21, 2023

14. Adjournment
    a. The meeting was adjourned at 7:25PM
       i. Andy Hanson moved to adjourn the meeting.