

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

1. Call to Order: Meeting was called to order at 5:36 PM by Chair Diana Ames
Trustees Present: Chair Diana Ames, Rebecca Snodgrass, Trisha Decker, Josh Brown, Andy Hanson
Trustees Absent: None
Councilor Liaison Absent: Rick Tousley
Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino, Summer Associate Megan Lolley
2. Recognition of Visitors
 - a. Dennis Ohrtman - Lewiston Library Foundation President
3. Approval of additions and deletions to agenda, if any
4. Public Comment and correspondence
 - a. A letter of appreciation from a library patron for the Homebound program and staff who administer it was shared with the board members.
5. City of Lewiston Council Report
 - a. L. Johnson provided an update on recent city council meetings. R. Tousley was not in attendance for tonight's meeting.
6. Library Foundation Report
 - a. D. Ohrtman reported that the Foundation raised over \$22,000 during this year's gala. D. Ohrtman also noted that the Foundation is reviewing the donor wall. D. Ames, representing the board, thanked the foundation for their work with the annual gala.
7. Consent Agenda - Action Item
 - a. Approval of Minutes of Previous Meetings: June 21, 2023
 - b. Review of statistical report
 - c. Approval of statement of expenses
 - i. Trisha Decker moved to approve the consent agenda as presented and Rebecca Snodgrass seconded the motion. All in favor. Motion passed.
8. Committee Reports
 - a. Art Committee
 - i. L. Johnson will meet with the art committee tomorrow to discuss the agenda items.
9. Director's Report
 - a. Introduction of Summer Associates

- i. L. Johnson introduced Megan Lolley, a Summer Associate for this summer season.
- b. City of Lewiston Social Media Update
 - i. L. Johnson has reported that a new city social media policy is in effect. The new policy limits the ability to have comments on city department postings. L. Johnson reported that so far this has resulted in a decrease in reach.
- c. Fiscal Year 2023 Budget Amendment
 - i. L. Johnson reported that the 2023 budget amendments for the library are being finalized and that our grants revenue and expense accounts will need amended by formal approval of the city council. She noted that we just received a grant from the LC Valley Healthcare Foundation for the youth services department for \$5,200 that will be deposited and used for programs in the upcoming fiscal year.
- d. Report on ALA Annual Conference
 - i. L. Johnson provided her report regarding her recent trip at ALA in Chicago including information about sessions she attended related to net zero or energy efficiency of library buildings, collection development through social media, dealing with sexual harassment from patrons and economic development through programs that support the development of local small businesses.
- e. RFP-23-0013 Library Materials and Services
 - i. L. Johnson described the bidding process the library has gone through with the help of the city purchasing department and reported on the proposed contract between the City of Lewiston and Ingram.

10. Unfinished Business

- a. Policy Review Update
 - i. L. Johnson reported that she has completed a request for legal services in regards to the most recently reviewed library policies with hopes to have them ready for board discussion at the next regular monthly meeting.
- b. Items Moved from Consent Agenda - Action Item

11. New Business

- a. Art Donation
 - i. L. Johnson reported that a donation letter has been received from Ann Crawford, now widow of Ralph Crawford, stating their wishes to donate three pieces of his work that are currently on loan to the library. At the upcoming art committee meeting, according to policy, the committee will discuss these art pieces and whether or not to recommend accepting ownership of these pieces to the board.
- b. Donor Wall - Action Item
 - i. Josh Brown moved for the Library Director to take needed action to update the donor wall with the Library Foundation and Trisha Decker seconded the motion. All in favor. Motion passed.
- c. Items moved from Consent Agenda
 - i. None

12. Schedule of Upcoming Meetings

- a. Regular Meeting: August 16, 2023
- b. Regular Meeting: September 20, 2023

13. Adjournment

- a. The meeting was adjourned at 7:10 PM
 - i. Josh Brown and Trisha Decker seconded the motion.