Lewiston City Library
Library Board of Trustees
Special Meeting | Wednesday December 13, 2023
Community Room

1. Call to Order: Meeting was called to order at 5:35 PM by Chair Diana Ames
   Trustees Present: Rebecca Snodgrass, Trisha Decker, Andy Hanson, Diana Ames
   Trustees Absent: Josh Brown
   Councilor Liaison: Rick Tousley
   Library Staff: Library Director Lynn Johnson, Administrative Assistant Bruno Alvino

2. Recognition of Visitors
   a. Dennis Ohrtman - Lewiston Library Foundation President

3. Approval of additions and deletions to agenda, if any - none

4. Public Comment and correspondence
   a. L. Johnson presented holiday, thank you, and support cards addressed to the Lewiston Library from our patrons.

5. City of Lewiston Council Report
   a. R. Tousley provided his report regarding the most recent city council activity which included the approval of the lighting project for the Lewiston Library conversion to LED lights.

6. Library Foundation Report
   a. D. Ohrtman provided an update on the Library Foundation which included a recent meeting with M. Mangum regarding placing engraved tiles on the Rooftop. D. Ohrtman also provided an update regarding changes within the Foundation. He concluded his presentation by adding that an endowment is being created by the Foundation and work on documentation is ongoing.

7. Consent Agenda - Action Item
   a. Approval of Minutes of Previous Meetings: Board of Trustees from November 15, 2023, Art Committee Minutes from October 19, 2023
   b. Review of statistical report
   c. Approval of statement of expenses
      i. Andy Hanson moved to approve and Trisha Decker seconded the motion to approve the consent agenda. All in favor. Motion carried.

8. Committee Reports
   a. Art Committee
      i. D. Ames commented on the recent opening exhibit of quilts displayed throughout the library. Ames commented that the committee has planned exhibits for the coming year and is scheduled to meet in January.

9. Director's Report
    a. Grants
        i. L. Johnson reported that the Youth Services department received a Summer Support grant for the coming year.
    b. Staffing
        i. L. Johnson commented that there will be library page interviews this coming week.
    c. Contracted Services Provider Retirement
        i. L. Johnson reported that the Plant Lady has retired and a new volunteer will be taking over the plants.

10. Unfinished Business
    a. Donation of Artwork by R. Crawford - Action Item
        i. L. Johnson provided an update on finalizing the documentation for the Crawford donation and the usage rights of the library.
    b. Display Policy - Action Item
        i. The board had a discussion regarding legal review of the display policy.
            1. Trisha Decker motioned to amend the display policy to reflect the guidance of legal counsel and Andy Hanson seconded the motion. All in favor. Motion carried.
    c. Items Moved from the Consent Agenda
        i. None

11. New Business
    a. State Statistical Report
        i. L. Johnson commented she completed and submitted the state report for the most recent year.
    b. Annual Report
        i. L. Johnson reviewed information included in the draft of the annual report and asked for input from the board regarding presentation of the data. A discussion of the data, statistics that should be highlighted including the increase in volunteer hours, followed.

12. Executive Session - Action Item
    a. Idaho Code 74-206(1)(b) – To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
        a. Andy Hanson Moved to enter into executive session and Rebecca Snodgrass seconded.
            i. Roll Call
                1. All in favor
        b. Andy Hanson moved to exit the executive session and Rebecca Snodgrass seconded the motion. All were in favor.

13. Schedule of Upcoming Meetings
    a. Regular Meeting: January 17, 2024

b. Regular Meeting: February 21, 2024

14. Adjournment
    a. The meeting was adjourned at 7:12 PM with a motion to adjourn by Andy Hanson.