

Trustees

Megan Larsen – Chair

Jeff Kohler – Vice Chair

Laura Knutson - Treasurer

Destinie Hart – Trustee

Josh Cummings - Trustee

Meridian Cherry Lane Library
1326 Cherry Lane
Meridian, ID 83642
Conference Room

Regular Session

Trustees present: All present

Staff present:

Nick Grove, Library Director; Jason S., AD of Operations; Vassil I., AD of Branches; Ema B., Finance & Accounting Manager; Dan P., Executive Assistant; Holly D., Administrative Assistant

Meeting called to order by Trustee Larsen at 7:00pm

AGENDA ITEMS

1) Public Comment

- a) Bryan Carter gave public comment on the District's policy regarding firearms. He asked that the District remove said policy because he said it is not in line with Idaho law. He said he has been reported in the past for open carrying on District property.

2) Consent Agenda [ACTION ITEM]

- a) Regular Meeting Minutes, January 19, 2024
- b) Policies
 - i) Public Records Policy
 - ii) Privacy & Confidentiality Policy
 - iii) Displays & Exhibits

Motion to approve: Trustee Cummings

Second: Trustee Hart

Vote: All in favor

Trustees

Megan Larsen – Chair

Jeff Kohler – Vice Chair

Laura Knutson - Treasurer

Destinie Hart – Trustee

Josh Cummings - Trustee

3) Financials [ACTION ITEM]

- a) Approval of January Financial Reports
- b) Disbursement approvals

Motion to approve: Trustee Knutson*Second:* Trustee Hart*Vote:* All in favor**4) FY23 Audit Presentation and Acceptance** – tabled until next month**5) Presentation** – C.O.P. Financing

- a) Adam Christensen and Eric Haringer from Piper Sandler, bond counsel on South Branch
- b) Mr. Christensen gave a brief overview of the project and its progress. Mr. Haringer gave an accompanying presentation on the District's goals and future plans for the financing of the Pinnacle branch. They will be back before the board in July for the board to approve and finalize the presented financing plan

6) Director Updates

- a) Director's monthly report
 - i) Director Grove presented to the board on the District's progress over the last month, including three new hires, the Figaro adoption kit from the Foundation, and facilities updates. The District sent its Intent to Vacate to Sundance Properties for the Silverstone property, giving staff a month to move from Silverstone to the new Pinnacle branch. Material Services is gearing up for Pinnacle materials purchasing. The Strategic Initiatives team is planning for the District's centennial celebration. Since January, community members have volunteered almost 300 hours with the District and over 700 hours since the start of the fiscal year.
 - ii) Trustee Cummings asked if any of the volunteer hours are court mandated. Director Grove said that volunteering with the library is accepted as a form of court-mandated community service, but training requirements often need more time than what is mandated by the court. The same goes for service hours for school.

7) Job Descriptions

- a) Collection Development Librarian [ACTION ITEM]

Motion to approve: Trustee Knutson*Second:* Trustee Cummings *Vote:* All in favor

- b) Digital Services Librarian [ACTION ITEM]

Motion to approve: Trustee Knutson*Second:* Trustee Cummings *Vote:* All in favor

- c) HR Manager [ACTION ITEM]

Motion to approve: Trustee Hart*Second:* Trustee Cummings *Vote:* All in favor

Trustees

Megan Larsen – Chair

Jeff Kohler – Vice Chair

Laura Knutson - Treasurer

Destinie Hart – Trustee

Josh Cummings - Trustee

d) Executive Assistant **[ACTION ITEM]***Motion to approve: Trustee Cummings**Second: Trustee Hart**Vote: All in favor*e) Library Courier **[ACTION ITEM]***Motion to approve: Trustee Cummings**Second: Trustee Hart**Vote: All in favor***8) Policy Reviews**a) Volunteer Policy **[ACTION ITEM]***Motion to approve with an effective date on March 1st: Trustee Cummings**Second: Trustee Knutson Vote: All in favor***9) Board Committees**

- a) Chair Larsen mentioned HB 710 and her concern for the widespread effects it passes. She proposed two subcommittees made of no more than two board members and District staff members. Trustee Hart voiced her agreement, as the regular meeting structure is not always conducive to discussing these issues. Trustee Knutson concurred.

*Motion to establish two subcommittees made of two Trustees: Trustee Cummings**Second: Trustee Hart Vote: All in favor*

i) Legal Review

(1) Trustee Kohler & Trustee Cummings

ii) Implementation Review

(1) Trustee Knutson & Trustee Hart**10) Executive Session **[ACTION ITEM]****

a) Pursuant to Idaho Code 74-206 (1)

(1b.) 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;

Motion to go into Executive session: Trustee Cummings Second: Trustee Knutson

Roll call vote: Trustee Larsen- yes

Trustee Kohler- yes

Trustee Knutson- yes

Trustee Hart- yes

Trustee Cummings- yes

Time in session: 8:32pm

Time out of session: 9:18pm



Library Board Trustee Meeting Minutes

March 20, 2024

Trustees

Megan Larsen – Chair

Jeff Kohler – Vice Chair

Laura Knutson - Treasurer

Destinie Hart – Trustee

Josh Cummings - Trustee

11) Future agenda items [DISCUSSION ITEM]

- a) Chair Larsen said she looks forward to hearing more about the centennial celebration at next month's regular board meeting
- b) Chair Larsen also asked about a presentation from the District's junior librarians as has been done in the past, but the District currently has no junior librarians.

Meeting adjourned: 9:20pm

The next regular Library Board Meeting is scheduled for 7:00pm, April 17, 2024

RESPECTFULLY SUBMITTED AND APPROVED

A handwritten signature in black ink, appearing to read 'Nick Grove'.

Nick Grove, Director

A handwritten signature in black ink, appearing to read 'Megan Larsen'.

Megan Larsen, Board Chair