

August 2022 Financial Reports, Hart seconded. All in favor, none opposed, MOTION carries.

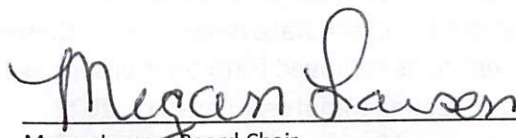
3. **Library Director Report** We had 11 public records requests, requests for reconsiderations, and 5 board meetings. HR had 71 applicants for 7 job positions. We now have an accounting & Finance Manager, and the Salary Schedule we approved will make the positions better aligned with other titles. A Communications & Marketing Person, Jennifer Greutz starts next week. Discussions on S. Branch have been restarted, more on that next month. Directors from all the Lynx libraries met at Eagle Library to discuss the changes to expect and will now be the Lynx Library Consortium. We replaced the Ford Windstar with a Ram ProMaster City for Home Delivery.
4. **Approve Executive Assistant job description** [ACTION ITEM] Cummings made a MOTION to Approve the Executive Assistant job description, and Kohler seconded. All in favor, none opposed. MOTION carries.
5. **Approve Paid Parental Leave Policy** [ACTION ITEM] Kohler made a MOTION to Approve Paid Parental Leave Policy, which Hart seconded. All in favor, none opposed. MOTION carries.
6. **Approve 2022-2023 Hours of Operation** [ACTION ITEM] Kohler made a MOTION to Approve 2022-2023 Hours of Operation, Cummings seconded. All in favor, none opposed. MOTION carries.
7. **Approve 2023 Holiday Closures** [ACTION ITEM] Hart made a MOTION to Approve 2023 Holiday Closures, and Kohler seconded. All in favor, none opposed. MOTION carries.
8. **Future Agenda Items.** S. Branch, Brighton & team. Training for our board next couple of meetings. Travis updated on Orchard Park, have Travis give the board a tour.

MEETING ADJOURNED AT 7:50 P.M.

The next scheduled regular meeting for 7:00 p.m., October 19, 2022

RESPECTFULLY SUBMITTED AND APPROVED


Nick Grove, Director


Megan Larsen, Board Chair

The Board Meeting will be held in accordance with the Idaho Code Title 74, Chapter 3 201-208, Open Meetings Law. Any person needing special accommodations to participate in the above noticed meeting should contact the Library Director seven days prior to the meeting.



**NOTICE OF LIBRARY BOARD OF TRUSTEES
REGULAR MONTHLY MEETING MINUTES
9/21/2022**

The regular meeting of the Board of Trustees of the Meridian Library District was held at 7:00 p.m. on Wednesday, September 21, 2022. The meeting was held in person at the main library building located at 1326 W. Cherry Lane in the large conference room and online via Zoom.

JOIN ZOOM MEETING

<https://us02web.zoom.us/j/83490455531?pwd=ckxUZjk1NVFZRzAwZEg4Rm04WERuZz09>

Meeting ID: 834 9045 5531

Passcode: 8884451

Join by Phone: 1 (719) 359-4580

BOARD PRESENT: Megan Larsen, Board Chair; Jeff Kohler, Vice-Chair; Laura Knutson, Treasurer, (Virtual) Josh Cummings, Trustee; Destinie Hart, Trustee

STAFF PRESENT: Nick Grove, Library Director; Ema Brenneman, Accounting & Finance Manager; Audra Green, Outreach Manager & Interim Assistant Director

GUESTS: 28

Larsen opened the meeting at 7:02 p.m.

MEETING AGENDA

0. Public comments historically in the district include public comments on the agenda. This was inadvertently omitted this time, and so the Chair proposes adding it as Item O. Comments will be held for 15 minutes total, with a maximum of 3 minutes per speaker. To clear up any misconceptions in the audience, we are not required to comment, in our bylaws in the order of business comments may be taken except guest comments at the discretion of the board chair at the making of the agenda. Tonight we are allowing that.
1. **Consent Agenda:** Consent agenda items are considered to be routine and are acted on with one motion. There will be no separate discussion on these items unless a member of the library board requests an item to be removed from the Consent agenda for discussion. [ACTION ITEM]
 - a. Regular Meeting Minutes, August 17, 2022
 - b. ~~Public Budget Meeting Minutes, August 17, 2022~~
 - c. Special Public Budget Meeting Minutes, August 31, 2022
 - d. **Policy review/revision:** Code of Conduct, Code of Conduct Addendum, and Employee Handbook Addendum
 - e. **Job Description Revision:** Communications and Marketing Manager
 - f. Updated Salary Schedule
 - g. Silverstone lease agreement
 - h. Auditor Engagement Letter approved & signed

Kohler made a MOTION to approve the Consent Agenda, with all the proposed changes Hart seconded. All in favor, none opposed. MOTION carries.

1. a. **ICRMP Annual Renewal**, is time sensitive and needs to be completed by the end of September. Kohler made a MOTION to approve the Renewal, Hart seconded. All in favor, none opposed. MOTION carries.
2. **Approval of August 2022 Financial Reports** [ACTION ITEM] Kohler made a MOTION to approve the

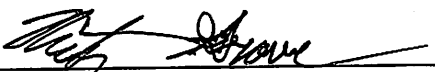
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