



**LIBRARY BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
4/20/2022 amended agenda posted 4/18/22**

The regular meeting of the Board of Trustees of the Meridian Library District was held at 7:00 p.m. on Wednesday, April 20, 2022. The meeting was held at the main library building located at 1326 W. Cherry Lane in the large conference room and streamed online.

JOIN WEBEX MEETING

<https://meridianlibrary.my.webex.com/meridianlibrary.my/j.php?MTID=m3a9ad46155a7d647c2862afa5ee26d50>

Meeting number (access code): 2650 729 0774 Meeting password: 12345678

JOIN BY PHONE +1-650-215-5228

TRUSTEES PRESENT: Megan Larsen, Chair; Jeff Kohler, Vice-Chair; Christina Hirsch, Treasurer; Laura Knutson, Trustee

ABSENT: Tyler Ricks, Trustee

LIBRARY STAFF PRESENT: Gretchen Caserotti, Director (Virtual); Lisa Zeiter, Interim Director; Allison Maier, Jason Su, Support Services Manager; Nick Grove; Assistant Director, Camille Hampton; Reader's Services Supervisor

GUESTS: 18 people

CHAIR LARSEN CALLED MEETING TO ORDER AT 7:00 p.m.

MEETING AGENDA:

- 1. Guest comments:** Individuals in person will be given three minutes to speak. Comments are not accepted via WebEx during the meeting. Comments may be submitted to the Board in writing. Written comments regarding an agenda item for a specific meeting date, must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. Messages are shared with the full Board and included in the public record. <https://www.mld.org/message-board-trustees>. GROUP from the public served the Board with policy infractions on materials & Oath of Office. Citizen spoke on a book reconsideration
- 2. 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 March 16, 2022
 - b. Special Meeting Minutes March 29, 2022
 - c. Special Meeting Minutes April 11, 2022
 - d. Finance/Accounting Manager Job Description Revision
 - e. Updated salary schedule

MOTION made by Kohler to approve the Consent Agenda, Hirsch seconded. All in favor, none opposed. MOTION carries.

- 3. Library Director Report:** Caserotti has been working with Zeiter to get her up to speed on financing, Capital Projects, and day-to-day duties. Caserotti's last day is May 13th. We had 300 new library cards signed up in March. Summer Reading kick-off is in Settler's Park. The new website went live on April 19th, kudos to Jason, Muhammad, and Jenaleigh for making it happen.
- 4. March 2022 Financial Reports Approval** [ACTION ITEM] Caren has reaccepted her old position, her last day will be April 29. We will go with Roberts Hart again with bills to be paid. The position is open, and

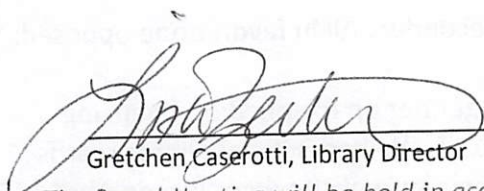
expenses on Orchard Park are posted. MOTION made by Hirsch to approve March Financial Report, Knutson second. All in favor, none opposed, MOTION carries.

5. **Staff Presentation:** MLD Fleet Vehicles, Jason Su, District Support Services Manager. Su talked about our aging fleet, he filled the board in on options for what we can do to replace the fleet. Possibly go with an electric one to replace the Bookmobile. There is a \$50,000 grant from the city the library will apply for as we can maybe get to replace the Dodge, the Ford and the Sprinter. The City will decide in September.
6. **Capital Projects Update:** Orchard Park is on its way with tenant improvements. Tours are available for the board, and there maybe room naming opportunities. Supply chain issues make it difficult to predict any opening dates. There was some theft at Orchard Park contractor's tools were stolen. Russel and CM are working to secure the building and a Police report was filed. Police have installed a license plat camera on the property.
7. **South Branch Project Budget & Financing Discussion:** The team is working to get the project into the budget. Next week there is a meeting with the developer as he has redesigned it to be in budget.
8. **Discuss and Approve Social Media Policy Revision [ACTION ITEM]:** Tabled for a future agenda.
9. **Discuss and Approve Display Policy Revision [ACTION ITEM]:** Tabled for next month's meeting.
10. **Treasurer Appointment [ACTION ITEM]** Hirsch has stepped down from the treasurer on the board and will remain on the board as a Trustee. Knutson, a Trustee, will now be the Treasurer. MOTION was made by Kohler to approve Knutson as new Board Treasure, second was made by Knutson. All in favor, none opposed, MOTION carries.
11. **Library Director Recruitment Discussion:** Schedules are in your packet. Zeiter gave an overview of Library Director search schedule and mentioned June Garcia would be meeting with stakeholders on April 26-27, 2022.
12. **LYNX Consortium Change Recommendations Discussion:** Executive Summary is very helpful. The Consortium is a non-profit with paid staff. It's taken years of work to get it up and going. Next steps will be the Library Directors getting together to determine next steps. Zeiter will be attending meeting on Friday.
13. **Authorize Interim Director to be a signer on All bank accounts [ACTION ITEM]:** With Caren leaving we will need Roberts Hart and Company's talents again. We are working to contract with them for the remainder of the fiscal year. MOTION made by Knutson to approve Zeiter Interim Library Director to be a signer on all bank accounts, Hirsch seconded. All in favor, none opposed, MOTION carries.
14. **Future Agenda Items:** Social Media Policy Revision, Display Policy Revision, and Room naming policy.

MEETING ADJOURNED AT 7:46 p.m.

The next regular meeting is scheduled for 7:00 p.m., Wednesday, May 18, 2022.

RESPECTFULLY SUBMITTED AND APPROVED


Gretchen Caserotti, Library 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.

Public Comments regarding an agenda item for a specific meeting date, must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. Messages are shared with the full Board and included in the public record.

<https://www.mld.org/message-board-trustees>