



**NOTICE OF LIBRARY BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
7/20/2022**

The regular meeting of the Board of Trustees of the Meridian Library District was held at 7:00 p.m. on Wednesday, July 20, 2022. The meeting was held in person at the main library building located at 1326 W. Cherry Lane in the lobby and online with streaming available.

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; Laura Knutson; Treasurer | **ABSENT:** Tyler Ricks, Trustee

LIBRARY STAFF PRESENT: Nick Grove, Assistant Director

GUESTS: 1

Chair Larsen called the 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> No comments.
2. **Announcement of new Library Director:** Welcome Nick Grove the New Library Director. His press release is in the board packet, his first official day will be July 24, 2022.
3. **Executive Session:** Pursuant to Idaho Code § (1)(b) the Board shall retire into Executive Session 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. [ACTION ITEM] - MOTION to go into Executive Session made by Larsen at 7:05 p.m. Larsen - YES, Kohler - YES, Knutson - YES. Trustees exited Executive Session at 7:13 p.m.
4. **Trustee Vacancy** [ACTION ITEM] Larsen received a text from Ricks of his resignation. Larsen made a MOTION to accept the resignation and declare a vacancy on the board, Kohler seconded. All in favor, none opposed. MOTION carries. Applications will be accepted until 5:00 p.m. July 22. The board will look at applications and set interviews.
5. **Consent Agenda:** Consent agenda items are considered 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, June 15, 2022
 - b. Special Meeting Minutes June 20, 2022
 - c. Special Meeting Minutes July 9, 2022
 - d. Public Art Easement Agreement for Mural at unBound

Kohler made a MOTION to approve the Consent Agenda, Knutson seconded, all in favor, none opposed. MOTION carries.

6. **Meridian Library Foundation:** Request to close unBound early for a one-day special event on a date to be determined in September or October 2022 [ACTION ITEM] The date is not set as they may have authors attending. Kohler made a MOTION to accept the request to close unBound for a one-day special event on a date to be determined in September or October 2022, seconded by Knutson. All in favor, none opposed. MOTION passed.
7. **Policy: Display Policy** [ACTION ITEM] Kohler made a MOTION to approve the Display Policy, Knutson seconded. All in favor, none opposed. MOTION carries.
8. **Approve May 2022 and June 2022 Financial Reports** [ACTION ITEM] There has been some progress on the accounting position. They are ready to make an offer. Kohler made a MOTION to approve May and June 2022 Financial Reports, Knutson seconded. All in favor, none opposed. MOTION carries.
9. **Add Library Director Nick Grove as an authorized signer on all bank accounts for Meridian Library District** [ACTION ITEM] Kohler made a MOTION to approve Nick Grove to be an authorized signer on all bank accounts for Meridian Library District, Knutson seconded. All in favor, none opposed. MOTION carries.
10. **Silverstone lease:** Upon 9/30/22 we will have a 4-year renewal with a 120-day notice to terminate the lease. There is no increase in rent for 2023.
11. **Orchard Park update:** Another delay – Orchard Park is slated to be handed over to us on December 23rd. Most likely we will start moving into the Orchard Park branch near the beginning of January 2023. There is a change, as there was a mistake made in the construction so we are not able to install the sensory swing. It would cost \$11,000 to fix the mistake. We are reaching out to the architects to explore options. The staff are looking at replacement options.
12. **FY2022 Budget Amendment Draft and FY2023 Budget Draft presentation and discussion:** Larsen, Grove, and Zeiter met and set up a summary budget document. Grove wants to look at all documents and will have the FY2022 Budget Amendment Draft and the FY2023 Budget Draft Presentation ready for the August 4th meeting. The S. Branch process is not to be done this fiscal year, and they were in an early draft.
13. **South Branch update:** The meeting with Brighton on July 6th was to discuss the previous plan that cannot go forward without land to plan it on, too many limitations. We can build the building only within our budget. MSR designs are not affordable. Brighton will work with Hawley-Troxell about the land and try to keep MSR onboard.
14. **Library Director Report:** No report as he is just onboarding into the new position, has had jury duty, and Lynx Directors meeting. We are moving away from the ILSB system hosted by Boise to a cloud based one exploring what Unincorporated Nonprofit Association (Vega ILS Platform) to get to cost sharing for all libraries. What criteria should it be based on for each library?
15. **Future Agenda Items** New Trustees, Amendment FY22, Code of Conduct cleanup, job descriptions, policies.

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MEETING ADJOURNED 7:55 P.M.

The next regular scheduled meeting is scheduled for 7:00 p.m., Wednesday, August 17, 2022.

RESPECTFULLY SUBMITTED AND APPROVED

15.

Nick Grove, Library Director

Megan Larsen, Board Chair

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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>