

Draft Minutes
Regular Meeting November 17, 2020
Board of Trustees, Cascade Public Library

Last Board Meeting:

Attendees: Vernie Kushlan, Patty Wold, Rich Butterfield, Rosemary Reinhardt, Denise Tangen, Amelia Valessek, Barb Sherman and Janey Chappell.

Call to order: 9:00a

Open Discussion

Discussion: It was noted that Tom Reinhardt, CEO of Cascade Medical Center mentioned that COVID tests went from approximately 6 per day to averaging 17 per day now. The school has a lot of positive cases and is in the Red category. Vernie Kushlan mentioned the Library should enforce the 30 minute per patron time limit to reduce COVID19 exposure.

Rich Butterfield asked if Nikki Altura pay rate had been adjusted correctly.

Assignment: Janey said she would check in with the City to confirm this has been done.

Consent Agenda

Minutes – October 20, 2020

- Minutes – November 3, 2020 (Special Session)
- Payroll – October 2020
- Manager’s Report – October 2020

Vernie – need to add an “e” to her name on page 1 of October 20 Draft Minutes. Also change Denise to “Council Woman Tangen”.

Assignment: Janey will make correction and post the October minutes to the library website.

MOTION: Rosemary moved to approve items on consent agenda. Rich seconded, All in favor.

Subcommittee Reports

Patty mentioned that she continues to work as sole member of subcommittee – Patty said the primary function of the Subcommittee is to look in to new library building options and asked if anyone is interested in supporting her. Rosemary said she would join the Subcommittee. Vernie reminded them to be conscious of their discussions with regards to the Library.

Old Business

Library Manager Position – Job description and hiring process (information/action).

The Board discussed plans for securing a Manager/Director for the Library.

Rosemary wanted to know if the Library pays for professional enhancements or is there a certification? Amelia mentioned that the ICfl has some Free Library training sources online that includes management and administration and that all training/continuing education is

paid-time and online resources, as well, is done during staff time. There is also a line item in the Budget for travel and training. Rich suggested ABLE training.

The Board would like to hold off till January to advertise the Library Manager/Director position. Noted to put position opening on Board Agenda.

Not on Agenda - In addition, Board discussed snow removal for the Library.

Assignment: Janey to call City Hall and inquire, if Darryl or someone can be lined out to help with maintenance of snow and shoveling walk. Patty mentioned to reach out to her if unable to get help at the City level and she may have some resources with the High School – Homeschool groups with Community Service.

New Business

Scholarships for library membership fees (information/action)

Board discussion on how to meet the needs of City residents who say they can't afford a membership. The Library does offer a free Library membership to K-12 Cascade Students, however this does not include parents/guardians. Vernie mentioned that we can't use tax-payers money to cover this. Discussed possibly applying for a Grant of \$500.

Assignment: Janey to reach out to other resources to see how they handle scholarships and patrons mentioning an inability to pay – such as the McCall Library, (Not Donnelly as it is a Library District and not a City Library like Cascade and McCall), as well as, Library Consortium, Grant through Laura Moore, Idaho Community Fund. Amelia suggested if going with a scholarship option to perhaps call the qualifying application an "Application for a few waiver".

Noted: The Lili Express is different from a scholarship as the patron has to belong to a participating Lili Express Library and be in good standing with that Library – i.e. Current membership, no late items. In addition, the Lili Express does not offer full check out of all items i.e. limits some of the items that can be checked out.

Executive Session

No discussion

Next Meeting, Preliminary Agenda Items, Adjournment

Next meeting date: December 15, 2020 - Preliminary agenda items

- Scholarship Program
- January Library Director - Job Posting

City Council meetings

- November 23, 2020
- December 14, 2020

Adjourn: 9:52 a.m.