

Official Minutes
Regular Meeting March 16, 2021
Board of Trustees, Cascade Public Library

Last Board Meeting: February 16, 2021

Attendees: Vernie Kushlan-Board Chair, Rich Butterfield-Board Member, Rosemary Reinhardt-Board Member, Rachel Huckaby-City Council Member

Also In Attendance: Janey Chappell-Interim Manager and Barb Sherman-Program Coordinator

Call to Order: 9:00 a.m.

Open Discussion

No Discussion

Consent Agenda

Minutes - February 16, 2021

No comments/Revisions

February Financial Statements & Ledgers

Rich question on \$12,800 balance on financials revenue. Vernie/Janey: This is grant revenue that is carried over.

Payroll February 2021

No Comments/Revisions

Motion: Rosemary moved to approve consent agenda, Rich seconded, All in favor.

Manager's Report February 2021

Rich question on the Children Fiction books check outs that were notably higher in March of 2020 compared to March of 2021. Janey mentioned that last year the library was dealing with the onset of the pandemic and business closures and had increased the amount of allowable books for checkouts for patrons and this was not due to a recent decrease in checkouts for March in 2021.

Subcommittee Report

Discussion on future library building plans: Vernie mentioned that the City Council is planning a Master Plan Workshop for March 18, 2021 at 5:30p. Vernie recommended that the Board attend this meeting. This will be a zoom meeting - Rachel also mentioned that this is an open meeting and people can attend in person, but there will be a limited amount of seating.

Rosemary mentioned that according to last month's Board meeting there was some discussion about looking at the Cascade Store, yet questioned how the library determined the need for a new library per

not seeing a lot of details when looking back at the previous work involved that was sent to her. Rosemary suggested that a proper feasibility study should be done and that the library needs to have a strong case. Need to pull together more data as any granting organization is going to request more data that supports the library's request for funding. Vernie agreed that the library needs to get the paperwork together. Rich noted that he has seen a lot of families at the Recreation Center and the community has a need for space for people to go. Rosemary agreed that extra space is needed and it would also provide a place for book clubs or to help support the Cultural Arts Center, for example.

Old Business

Cascade Public Library Manager Position

Rosemary opened the discussion by acknowledging that the library is in need of staffing and that the Library Board should step up and be the first line of defense. Rosemary said she will support the library by filling in as Volunteer Acting Manager for Janey while she is out from 4/9/21 to 5/9/21 mandated PERSI leave. Rosemary reiterated that she is only volunteering to support the library during this time of need as a Board member and has no plans of stepping out of her current retirement plans. Vernie mentioned that they felt they had a great candidate for the manager position and offered the position twice, and although the candidate was very interested in the position they were not prepared to accept the position at this time. Vernie said that Rosemary can remain on the Board, but will not have any voting rights during her time as Acting Manager. The Board also mentioned they are in need of another Board member. Vernie mentioned that the Board member must live in City limits because the library is supported by the City and that residency is an issue. Rich mentioned he will help with the search. Vernie said she plans to rewrite the Library Manager position/package and instructed the Board members to submit their thoughts for the ad in writing to her by Friday March 19, 2021- In addition, Vernie asked the Board to provide all suggestions as to where the position can be posted to help get the word out. Rosemary mentioned perhaps putting a sign on Main Street due to all the traffic. Vernie will rewrite the ad by Monday March 22nd to start running Thursday 3/25/21 and pursue broadening the ad placements.

Steele Reese Grant Funding \$2,500

No Discussion

Cascade Library Roof

No Discussion

New Business

April Board Meeting

Interim Manager on PERSI Leave in April - Due to Rosemary stepping in as Acting Manager there will be a regular Board meeting in April.

NEA Big Read – Program Coordinator Presentation

Barb Sherman updated the Board on the NEA Big Read Grant and Program Plans as follows: The kick-off event will be held in Donnelly on 3/23/21 from 3p to 5p. There will be a band, fire-pits, porta potties, the Friends of the Donnelly library will have drinks and treats, and Nikki Altura and Shauna Arnold (from Horizons) have made Youth Art Bags that they will hand out at event. There will be free books handed out at the event which include Circe and other books for younger ages with the same theme. After the books are handed out the rest will be divided up between the 3 libraries to hand out. There will also be online versions of the Circe and related books available to the public. In April the 3 libraries will each have a poetry tree, since April is poetry month, Barb is hoping this will motivate people to write. In April the Cascade Library will have a “Let’s Walk about It” on 4/20/21 from Noon to 1p. Nikki Altura and Shauna Arnold will host the walk that will cover “River and Water Creature Mythology”. McCall Library will also host a “Walk about It” and 2 book discussions and Donnelly has 1 book discussion planned right now. The grant requirements stipulate that there are: 2 Events, 5 book discussions and 1 Speaker. The final event will be on May 23rd at the Roseberry Barn. Sherry is securing the Barn for event, Janey is working on booking a speaker, and Casey will book a band again. Janey will also work with U of I for a little Herb Pot take home gift. End of Barb’s presentation.

Rosemary thought it was a good plan to have the Circe event kick off on the equinox. Rosemary also mentioned that she has looked over some of the grant requirements in support of the library and made a note that the Cascade library has to match the grant with in kind donations. Rosemary wanted to know if the Kids projects are part of the requirements and if the Cascade library plans on tracking? Barb said no, but that Donnelly is tracking impact. Janey is overseeing grant funds.

Executive Session (Idaho Code 74-206 (1) (b) – No Discussion

Next Meeting Date: April 20, 2021 – 9:00 a.m.

Preliminary Agenda Items for April Board Meeting:

- Cascade Public Library Manager Position
- Update on NEA Big Read

City Council Meetings:

- March 22, 2021
- April 12, 2021

Vernie encourages all to attend City Council Meetings.

Meeting Adjourned: 9:42 a.m.