

Official Minutes

Regular Meeting June 28, 2023, 4:00 PM
Board of Trustees – Cascade Public Library

Last Board Meeting: May 24, 2023 Regular Meeting

Call to Order: 4:11 PM

Roll Call

- In Person: Trustee Taci Davis, Trustee Molly Wegener, Chairman Rich Butterfield, Trustee Buckmaster, Director Maria Guest, Friends of Cascade Library representatives Mary Zanders and Karen Randall.
- Present via ZOOM: Mayor Judith Nissula
- Also present: Brad Welker and Judy Shoplock
- Established that a Trustee quorum was present.

Introduce visitors

- Chairman Butterfield introduced Brad Welker, who has submitted an application to be a member of the Library Board of Trustees.

Approve Agenda:

- Motion to approve the agenda was made by Trustee Buckmaster, 2nd by Trustee Wegener. Motion carried.

Questions/Comments from the Public:

- There were no questions/comments from the public.

Report from Friends of the Cascade Library (FOCL):

- No Report. FOCL asked about dropping off books donated to the FOCL bookstore at the library so that they wouldn't get taken without being inventoried. Maria gave permission.

Approve Consent Agenda – Action Item

Minutes

- Minutes from the prior Regular Meeting May 24, 2023 were reviewed.

Director's Report

- Director's report dated June 28, 2023 was reviewed.

The Library Policy regarding Unattended Children and Vulnerable Adults was revisited and asked to be added to the July's regular meeting agenda. It was confirmed that employees and volunteers have to have a background check.

Motion to accept the Consent Agenda was made by Trustee Buckmaster, 2nd by Chairman Butterfield. Motion carried.

Unfinished Business:

a. Update MOU between CPL and FOCL- Action Item

- Mayor Nissula confirmed that the board could sign the MOU with FOCL. A motion to approve the MOU with the removal of the word “any” from line 4 and with the removal of the Mayor’s signature line was made by Trustee Wegener, 2nd by Chairman Butterfield. Motion carried.

b. Change Bylaws for changing meeting date and time – Action Item

- A motion to remove “the third Tuesday of each month” and replace with the word “monthly” under Article IV, item A. in the Bylaws was made by Chairman Butterfield and 2nd by Trustee Davis. Motion Carried.

c. Financials

- Heather is on leave. Mayor Nissula is still working on June financials. The library will hear back about their budget request in July or August. There was a discussion about forgone taxes.

New Business:

a. Discuss and approve library policy page 12 –Action Item

- Trustee Wegener made moved to insert under Collection Management” on the last line after the word “format” – “All titles in the Cascade Public Library and the LiLi Database collections will comply with Sections 33-2508, 33-137, and 18-1514 of Idaho Code to ensure that no materials harmful to minors, as defined in Idaho Code, are available.” 2nd by Trustee Buckmaster. Motion carried.

b. Discuss and recommend new board application. Action Item

- A motion to recommend Brad Welker as a new Trustee member was made by Chairman Butterfield, 2nd by Trustee Buckmaster. Motion carried. Mr. Welker’s application will be forwarded to Cascade City Council for approval. Mr. Welker will fill the vacant position previously held by Trustee Reinhardt. The term expires 12/31/25.

Executive Session Pursuant to Idaho Code 74-206 (c)

a. Personnel

- A motion to amend the agenda item 11 74-206 (c) to read 74-206 (1)(b) per Idaho Code 74-204 (4)(c) was made by Chairman Butterfield with the good faith reason that the original code listed was an error and typo based on input from the Idaho Commission for Libraries and that the matter needed immediate attention. 2nd by Trustee Wegener. Motion carries.
- The board went into Executive Session Pursuant to Idaho Code 74-206 (1)(b) to discuss personnel at 1751 with a roll call vote.
Chairman Butterfield- Yes
Trustee Davis- Yes
Trustee Wegener- Yes
Trustee Buckmaster – Yes
- Chairman Butterfield announced that the board was out of Executive Session at 6:40 P.M. No action was taken.

Adjournment:

- Chairman Butterfield adjourned the meeting at 6:40 P.M.