

**MINUTES OF THE BOARD OF TRUSTEES MEETING****January 18, 2022**

The regular monthly meeting of the Spokane Public Library Board of Trustees was held on Tuesday, January 18, 2022 via Zoom meetings.

Present were:

**MEMBERS**

Ms. Lara Hemingway, Chair of the Board  
Mr. Casey Linane-Booey, IV, Vice Chair of the Board,  
Absent  
Mr. Nathan Smith  
Mr. Jim Kershner  
Ms. Mary Starkey

**COUNCIL LIASION**

Councilmember Jonathan Bingle, Absent

**LIBRARY DIRECTOR**

Mr. Andrew Chanse

**CALL TO ORDER**

The meeting was called to order at 4:32m by Ms. Hemingway.

**VISITORS**

Skyler Noble  
Penny Brown  
Nicole Edwards  
Amanda Donovan  
Matt Walker  
Paul Chapin  
Alan Wagner  
Tara Neumann  
Caris O'Malley  
Natalie Hilderbrand  
Sally Chilson

**CHANGES TO THE AGENDA**

None

**APPROVAL OF DECEMBER 14, 2021 MEETING MINUTES**

Mr. Kershner moved to approve the motion. Mr. Smith seconded the motion. The motion passed unanimously.

**APPROVAL OF DECEMBER 2021 BILLS AND CONTRIBUTIONS**

Mr. Kershner moved to approve the motion. Mr. Smith seconded the motion. The motion passed unanimously.

### **FINANCIAL UPDATE**

There is no financial update this month.

### **BOND CONSTRUCTION PROJECT UPDATE**

Mr. Walker shared progress on Central Library. The bids for Indian Trail and South Hill were going out soon. Mr. Kershner asked which photos in the report are of the café. Mr. Walker explained. Mr. Kershner asked if the bid is successful, how long it will be until work can begin. Mr. Walker said three to four weeks. No further questions.

### **CHAIRMAN'S REPORT**

None.

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Chanse visited Central Library with Councilmember Zappone. For programming, we cancelled two events due to COVID-19. Star Spotlight went to Becky Moczulski. We will be adding more members to our staff this year. Due to the rapid spread of Omicron, we reviewed our organizational capacity and how we can be flexible in providing service if we experience staff shortages. We continued contract negotiations with Library 270. There were facilities updates in this report regarding what was removed from the previous bids for Phase 2 construction. Ms. Hemingway asked about items relating to meeting rooms and if the two meeting rooms at South Hill were new or old. Mr. Chanse said they were new rooms.

The moveouts for East Side and Hillyard Libraries are expected to happen at the end of January. Ms. Edwards and Mr. Chanse met with Councilmember Wilkerson to discuss the working relationship with City Council. Our new liaison from City Council is Councilmember Bingle. Mr. Chanse will provide tours to Councilmembers Wilkerson and Cathcart soon. Not in the report, Mr. Chanse shared there is an offer on the Nevada property and the Board may have something in the February meeting for Board approval. Mr. Chanse also proposed to change the meeting time in February. There were some scheduling conflicts, and this was further discussed later. Mr. Kershner asked if the two meeting rooms at South Hill and Indian Trail will be quiet study rooms. Mr. Chanse explained that it is not designated for quiet spaces, but the public can use the rooms as quiet rooms. No further questions.

### **COUNCIL LIASION REPORT**

None

### **COMMUNICATIONS REPORT**

Ms. Donovan reported Marketing highlights of Recommended Reads of 2021, FOLIO communication, and Around the World in a Bowl of Soup video programming with local chef Ricky Webster. Social media awareness and impressions increased because of paid media campaign and boosted posts. Ms. Donovan explained the top videos on YouTube for December and earned media received. No further questions.

**NEW BUSINESS****12a.: Director's Compensation**

Mr. Smith presented Mr. Chanse's performance review after Ms. Hemingway moved this item into Executive Session, as described below. Mr. Smith moved to increase Mr. Chanse's compensation by 3.75% effective December 21, 2021. Ms. Starkey seconded the motion. The motion passed unanimously.

**EXECUTIVE SESSION**

Ms. Hemingway convened the board to executive session at 4:52pm for a period of 10 minutes to discuss the Executive Director's performance. Ms. Hemingway reconvened the meeting at 4:56pm. Mr. Smith moved to approve the library director's salary at an increase of 3.75% effective December 21, 2021. Ms. Starkey seconded the motion. The motion passed unanimously.

**PUBLIC COMMENT**

The public had the option to email [trustee@spokanelibrary.org](mailto:trustee@spokanelibrary.org) with any comments and none were received.

**NEXT REGULAR MEETING**

The next regular meeting will be Tuesday, February 15, 2022. Location will be virtual.

**ADJOURNMENT**

The meeting adjourned at 5:00 pm.

Secretary \_\_\_\_\_

Chairman, Board of Trustees \_\_\_\_\_ Date \_\_\_\_\_