



MINUTES OF THE BOARD OF TRUSTEES MEETING

March 15, 2022

The regular monthly meeting of the Spokane Public Library Board of Trustees was held on Tuesday, March 15, 2022 via Zoom meetings.

Present were:

MEMBERS

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

COUNCIL LIASION

Councilmember Jonathan Bingle

LIBRARY DIRECTOR

Mr. Andrew Chanse

CALL TO ORDER

The meeting was called to order at 4:30pm by Ms. Hemingway.

VISITORS

Skyler Noble
Penny Brown
Nicole Edwards
Matt Walker
Paul Chapin
Alan Wagner
Tara Neumann
Caris O'Malley
Sally Chilson
Jason Johnson
Robert Roose
Nicolette Ocheltree
Natalie Hilderbrand

CHANGES TO THE AGENDA

None

APPROVAL OF FEBRUARY 15, 2022 MEETING MINUTES

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

APPROVAL OF FEBRUARY 22, 2022 SPECIAL MEETING MINUTES

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

APPROVAL OF FEBRUARY 2022 BILLS AND CONTRIBUTIONS

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

FINANCIAL UPDATE

Ms. Edwards reported on library finances in February. The cash and investments to cover 140 days of operation costs. The City is implementing Questica in the spring for the 2023 budget process. Ms. Starkey asked if there was another software program being set up and if it was for accounts payable. Ms. Edwards said that software is for capital asset reporting. No further questions.

Ms. Brown reported on budget information from the contracts approved in the February special meeting. She mentioned administrative and compliance processes that need to happen on public works projects. We executed an amendment to the contract for John Rogers, the artist at Central Library. This action was due to some delays. This incurred more storage fees on the artist's behalf. Mr. Kershner asked that while the contracts for Meridian came in over budget if there were optional items for alternates. Ms. Brown confirmed there were. Since bids were rejected in November and there was time to assess other projects to reconfigure the budget. Mr. Kershner asked if we agree to the alternates if we are committed. Ms. Brown confirmed. No further questions.

BOND CONSTRUCTION PROJECT UPDATE

Mr. Walker mentioned we are in the middle of closeout still. Indian Trail and South Hill are underway. The Central Library is wrapping up construction over the next two to three months and transitioning into closeout. Mr. Kershner asked if the contractors are already in Indian Trail and South Hill. Ms. Brown mentioned those two projects are under demolition and we have scheduled informational meetings with those teams. The Meridian teams went to Shadle Park to tour to understand some aspects of what we are expecting at Indian Trail and South Hill. No further questions.

CHAIRMAN'S REPORT

None

EXECUTIVE DIRECTOR'S REPORT

Mr. Chanse reiterated the lifting of the mask mandate in our libraries based on state guidance. Starting today, March 15, our STA Plaza location has new hours to reflect usage in traffic and to prepare for the move to Central Library. This location will remain open until June 30 with computer and printing access. The tentative opening is July 11.

We are offering DEI book club kits to the public. We hope to return to in-person programming in April and this will be briefed later by Jason Johnson. Mollie Coffey is our STAR spotlight this month. We are recruiting for new positions and receiving many applications. Not mentioned in the report, the Friends of the Library will be hosting their book sale April 7-9 at Shadle Park Library. Library Giving Day is also that week on April 6 and is a joint venture between Communications and the Foundation. Mr. Linane-Booey, IV was reconfirmed to the board for another five years. Ms. Hemingway asked if the new staff positions align with when we are opening Central. Mr. Chanse said it is a mix and some positions may be hired sooner than Central opening.

COUNCIL LIASION REPORT

Mr. Bingle mentioned the behavioral clinic that slated to open at the old Hillyard location. No further questions.

COMMUNICATIONS REPORT

Ms. Murcar shared we increased the number of emails we are sending through Patron Point and we implemented a Recommended Reads campaign for patrons. Within the same form for Recommended Reads, patrons can sign up for the monthly Library Link newsletters and future youth and teen newsletters. We recently issued a press release for the master's in social work position at Central Library and it was picked up by KHQ and Spokane Public Radio. The 2022 Artists-in-Residence were announced at The Hive. Ms. Noble went to Central Library to help set up the LED lighting for the marquee signage. Ms. Murcar covered social media highlights. Mr. Kershner asked if people opt into the newsletter. Ms. Murcar confirmed. Mr. Kershner asked how frequently newsletters get sent. Ms. Murcar outlined the process for the newsletter and how many people have opted for the Recommended Reads newsletter. No further questions.

NEW BUSINESS

13a.: Intellectual Freedom – Robert Roose

Mr. Roose outlined what happens when information is challenged and some of the history behind information and censorship in the court system in response to the increasing number of challenges. He outlined Spokane Public Library's response to various challenges. Mr. Roose offered recommendations to changing the process to responding to challenges that he can submit in written form to the board next month. Mr. Kershner asked if Mr. Roose would bring forth multiple policy changes. Mr. Roose said he would propose a change in the form. Mr. Kershner asked if the review would need to be brought before the board or if it's internal. Mr. Chanse said he will confirm with Mr. Piccolo and this is a good time to review this process. Mr. Kershner asked if we had an increase in requests for review. Mr. Roose said we have only had one since the pandemic. No further questions.

13b.: In-Person Programming – Jason Johnson

Mr. Johnson outlined the basics of the multi-phase plan to roll out in-person programming. Starting April 11, we will introduce storytime. Youth and adult programming will be reintroduced at this time. This gives artists at The Hive the opportunity to present to the public. Phase two is slated to begin July 11 when Central Library is online with workshops in the labs, business meetings would start again, and Lilac City Live is expected to return then, in addition to other new programs. The staff in expert and specialist positions will start sharing programs at

other library locations. Community outreach is expected to begin around this time. In 2023, programming is planned to return to normal, with constant evaluation of COVID-19 data and guidelines. Mr. Kershner asked if there was a reason to keep some programs virtual. Mr. Johnson confirmed there will be some virtual programming for now. Mr. Kershner asked if recorded programming from in-person events would be streamed live. Mr. Johnson explained it is a possibility, but it depends on editing and internal support work. No further questions.

13c.: Library Operations Fund #1300 – Approval to Purchase – Tara Neumann

Ms. Neumann presented the equipment we were interested in purchasing under eRate bidding. We request board approval to accept the award and execute the agreement and initiate the related purchases. Mr. Kershner asked if we have the funds for this in the budget. Ms. Edwards confirmed. Mr. Smith moved to approve the motion. Mr. Kershner seconded the motion. The motion passed unanimously.

13d.: Collective Bargaining Unit Contract with Library 270 – Alan Wagner

This item was moved into executive session.

EXECUTIVE SESSION

Ms. Hemingway convened the Board for executive session at 5:18pm for a period of 10 minutes to discuss the Collective Bargaining Unit Contract with Library 270. Ms. Hemingway reconvened the meeting at 5:32pm. The Library requests Board approval of this new agreement that covers January 1, 2022 through December 31, 2025. Ms. Starkey moved to approve the motion. Mr. Kershner seconded the motion. The motion passed unanimously.

PUBLIC COMMENT

The public had the option to email trustee@spokanelibrary.org with any comment. One comment asked how to serve on the Board of Trustees. Another comment is from Lisa Cox, Library 270 shop steward, who shared her thanks in helping formulate this contract.

NEXT REGULAR MEETING

The next regular meeting will be Tuesday, April 19, 2022. Location will be at Hillyard.



ADJOURNMENT

The meeting adjourned at 5:36 pm.

Secretary _____

Chairman, Board of Trustees _____ Date _____