Community Library Network
Board of Trustees Regular Meeting Minutes
Thursday, May 21, 2026
Spirit Lake Library
2:00pm – 5:15pm

We Empower Discovery

Agenda

1. Call to Order 2:02pm
2. Roll Call Tom Hanley, Rachelle Ottosen, Tim Plass, Victoria Bauman,
   Staff: Martin Walters, Yasmin Harris
   Counsel- Colton Boyles (arrived at 4:08pm)
3. Pledge of Allegiance
4. Public Comment (30 minutes)

   Speakers state your name and community and speak for no more than 3 minutes. Persons addressing the Board are expected to observe a level of civility and decorum appropriate for a public meeting. No personal attacks or disruptions from audience members will be tolerated.
5. Consent Agenda: Action item (5 minutes)
   a. Minutes of the Regular Meeting: April 16, 2026

Accepted

6. Community Library Network April 2026 financial statements: Action item (5 minutes)

Accepted - Financial Reports for the period ending April 2026

7. Spirit Lake Library Annual Report and Tour (20 minutes)
8. Discussion of Library Board of Trustees vacancy: nominations and appointment (Idaho Code 33–2716): Action Item (20 minutes)

Plass- vote for Dr. Tardiff
Ottosen- vote for Anne Goff
Hanley- vote for Anne Goff
Bauman- vote for Anne Goff

Majority vote for Anne Goff

9. Swearing in of an appointed trustee (Idaho Code 59-401): Action Item (5 minutes)
10. Director's Report (10 minutes)
11. Break (10 minutes) 4:02pm

Reconvene 4:15pm

12. Job Description revision: *Technical Services Librarian*: Action Item (10 minutes)

1st paragraph, last sentence, change "has knowledge of" to "demonstrates knowledge of

Ottosen moved to accept the revisions as amended.
M,C- Ottosen

13. FY27 Budget discussion (30 minutes)
14. Trustee Training (15 minutes)

Board Unanimous- accepted changing agenda order with item #16. Response to Public Comment before item #15 Executive Session.

15. EXECUTIVE SESSION: PURSUANT TO IDAHO CODE § 74-206(1)(c) and (f) CONVENE IN EXECUTIVE SESSION: Discussion and decision to acquire an interest in real property not owned by a public agency; and to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated: (15 minutes). Action item (5 minutes)

Ottosen moved to go into executive session per IDAHO CODE § 74-206(1)(c) AND (f) at 5:17pm
Hanley- Aye
Ottosen- Aye
Plass- Aye
Bauman- Aye
Goff- Aye

Hanley moved to come out of executive session per IDAHO CODE § 74-206(1)(c) AND (f) at 6:19pm
Hanley- Aye
Ottosen- Aye
Plass- Aye
Bauman- Aye
Goff-Aye

Hanley moved that the Chair, Counsel, and Director proceed as directed- Unanimous
M, C- Hanley

16. Response to Public Comment (5 minutes)
17. Discussion of future agenda requests (5 minutes)
18. Set special and regular meeting dates: Action item (5 minutes)
19. Adjournment: Action item

Ottosen moved to adjourn
M,C-Ottosen
6:22pm

Calendar of Events

Regular Meeting: June 18, 2026, 2:00-5:00pm, Pinehurst
Regular Meeting: July 16, 2026, 2:00-5:00pm, Harrison
Budget Hearing: August 13, 2026, 6:00pm, Post Falls
Regular Meeting: August 20, 2026, 2:00-5:00pm, Post Falls

Please let us know if you need auxiliary aids or services to enjoy our libraries. This includes providing a sign language interpreter, assistive listening devices, or print materials in a digital format. We can also modify programs, services, or activities, within reasonable limits. Please request these services through Randy Zepeda, ADA Coordinator, preferably 15 days in advance, but no later than 72 hours before the event.
Phone: 208-773-1506 ext. 329 Email: **ADAcoordinator@communitylibrary.net**

The Community Library Network does not discriminate on the basis of disability in its programs, services, activities, or employment practices. The Library Network has a policy on ADA compliance, and the complete policy is available for review upon request. In addition, a grievance procedure is available to resolve complaints. If you need this notice in large print or Braille, let us know.