

**IDAHO BOARD OF LIBRARY COMMISSIONERS  
SPECIAL MEETING APPROVED MINUTES  
MAY 28, 2019, 10 A.M. MT  
HELD VIA ZOOM WEBCONFERENCE  
AND AT THE IDAHO COMMISSION FOR LIBRARIES, BOISE**

The Idaho Board of Library Commissioners meeting was called to order at 10:14 a.m. MT on Tuesday, May 28, 2019, at the Idaho Commission for Libraries. Participating were: Chair John Held in Boise; Commissioners Janet Franklin, Dave Mecham and Pat Raffee joined via Zoom web conference. Attending the meeting from the Idaho Commission for Libraries (ICfL) in Boise were Deputy State Librarian Stephanie Bailey-White; Administrative Services Manager Roger Dubois; Program Supervisor Randy Kemp; Tina Schilling, Office Specialist serving as recorder; and School Library Consultant Jeannie Standal, serving as Zoom producer.

**I. Call to Order by John Held**

A. Introductions

**B. Agenda Review/Approval - action item**

**M/S Raffee/Franklin** that the agenda be amended to hold the executive session prior to the old business discussion of the board vacancy and that the agenda be approved.  
*Motion carried unanimously.*

C. Announcements

**II. Approval of Minutes – action item**

**A. April 18, 2019 meeting – Board Document 19-54**

**M/S Franklin/Mecham** that the minutes of the April 18, 2019 Board of Library Commissioners meeting be approved -- correcting a typo and replacing the word “sharing” with another word -- as distributed in Board Document 19-54.  
*Motion carried unanimously*

**B. May 2, 2019 meeting – Board Document 19-55**

**M/S Raffee/Franklin** that the minutes of the May 2, 2019 Board of Library Commissioners meeting be approved as distributed in Board Document 19-55.  
*Motion carried unanimously*

**III. Executive session**

**M/S Raffee/Franklin** that the Board go into Executive Session pursuant to Idaho Statute 74-206(1)(a), to consider hiring a public officer, employee, staff member or individual

agent.

Roll call vote: Held, aye; Mecham, aye; Raffee, aye; Franklin, aye.

Time convened: 10:20

**M/S Raffee/Franklin** that the executive session be adjourned at: 11:07 a. m.

#### **IV. Old Business**

##### **A. Board vacancy – action item**

**M/S Raffee/Franklin** move that Board of Library Commissioners interview the three chosen candidates for the current board vacancy at the June 6<sup>th</sup> board meeting.

*Motion carried unanimously.*

#### **V. Strategic Issues – action item**

##### **A. June 6<sup>th</sup> Board Meeting planning – discussion**

The board will interview the board candidates in the morning. Commissioner Raffee suggested that the public comment part of the meeting be moved before the Executive Session so anyone who may want to comment will not have to wait. She also suggested that a Trustee Connections' debrief and discussion of possible next steps be added under Strategic Issues on the agenda. Board members requested scheduling the first interview at 9:30 a.m. and will get started at 9:15 to allow for an agenda review and public comment time.

There was a discussion regarding State Librarian Ann Joslin's retirement and her speaking at the Future's Camp. The board will request a formal retirement letter with a specific date which will provide a more transparent transition. The Board will discuss a communication strategy for their intention to fill the State Librarian vacancy by mid-August at their next meeting.

#### **VI. Adjournment**

Held adjourned the meeting at 11:38 a.m.

Next scheduled meeting: June 6<sup>th</sup>, 9:15 a.m.