

Larsen-Sant Public Library
Board Meeting Minutes
Monday, Dec 15th, 2025 1:00 pm

Roll Call: Laura Wheatley, David Woodward, Giselle Fitzgerald, Richard Stewart, Max Excell, Diane Steadman, Shelley Lowe, Rod Jones

Public Comments: No public comments.

Action Items: Expansion: Rod discussed the information he received from the City Building Inspector. Curt Fuller told Rod that we cannot build without putting in a sprinkler system. The library will be over 1200 square feet so it requires a sprinkling system. We also need to get engineering plans made. Laura contacted Craig Kunz and he is sending the plans to the Engineer that he knows. The Idaho code says that if the area is separated by a fire wall then it will be considered two buildings and a sprinkling system will not be required. That was the plan for the addition, was to have automatic closing fire safe doors separating the old part of the library from the new part. So, the addition is on hold until we can talk to the building inspector.

What's next? Richard will schedule a meeting with Curt Fuller to talk about the Idaho codes Laura found and the fire proofing between the old and the new addition.

Approve Minutes: Max moved that the minutes be approved, David seconded the motion, all approved.

Approve bills: Giselle moved that the bills be approved, Richard seconded the motion, all approved

Trustees: Comments Giselle let the board know that she is working on the Rodeo book. She is still looking into the cost of binding and printing the book.

Volunteer hours

David – 2 Giselle – 2.5 Richard – 5 Max - 4

Treasurer: Finances Giselle and Richard signed papers at Altabank and ordered checks to use to pay for services on the expansion.

DBF \$ 987,501.17 LGIP \$ 290,238.26 Total - \$1,276,946.03

Max moved that the financial report be approved, David seconded the motion, all approved.

Librarian: Employee Satisfaction When the Personnel Policy changed benefits for those working under 20 hours to receive no extra benefits, some of the staff members that it affected were upset and wanted to come to the board about it. Shera Adair, Sandi Petterborg, and a letter from Penny Wright came before the board to ask them to reconsider their decision on this matter. An Executive Session was called and the board discussed their decision. The Executive Session was ended and the decision to grandfather the employees that were here before the change will get the benefits and will receive back pay for Thanksgiving. The new employees from now will be notified that there will not be benefits for those working under 20 hours. Richard moved that the board grandfather the two employees that were originally hired under the old policy and that the new employees be briefed on the current policy so they understand the terms of the policy. Max seconded the motion, all approved.

Christmas Bonus? Max moved that the staff will receive their Christmas bonus, Richard seconded the motion, all approved.

Assistant Report: The Christmas luncheon went well and the cost was very budget friendly. We all agreed to use Stokes again next year to cater our luncheon.

Program Coordinator: Diane let the board know that 138 kids came to see Santa on the 6th. The Festival of Lights received 350 books to hand out.

Adjourned 2:20 pm