

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, February 23, 2016 @ 3:00 pm
Meeting Minutes

Call to Order: Cathe Rosenberg called the meeting to order at 2:58 pm. Present were Cathe Rosenberg, Vice Chair; Beverly Richmond, Library Director; Barbi Johnson, Treasurer; Barb Bencoter, Lori McReynolds and Rosemary Yocum. Absent was Deb Sudnikovich. Guests were Shana Hollingshead, Maggie Drummond and Emily Nord.

Approval of meeting minutes of January 19, 2016--Rosemary moved that the meeting minutes of January 19, 2016 be approved with the changes of adding those that attended. Barb seconded. Motion passed.

Treasurer's Report: Barbi handed out the monthly expenditures to all present. She reported that the only expenditure outside the normal was for Beverly to attend the Directors summit for which we have all ready been reimbursed.

1. Monthly reports--**January 2016**

Checking: \$ 765.52
Carr: \$ 2,475.15
Market Plus: \$ 18,067.86
Petty Cash: \$ 154.85

2. **Approval of bills:** Rosemary moved that the January expenditures be approved. Lori seconded motion passed.

Library Directors report: Beverly reported that last month was a slow, slow month.

Correspondence: Rosemary Yocum tendered a letter of resignation.

OLD BUSINESS:

CIN Update: Beverly reported that the long awaited upgrades to KOHA are in the works. We will be upgrading to version 3.22 soon. This version has enhanced features such as "last patron check -out".

Grants Report: Barbi reported that the library received \$350.00 from the Lions for table and chairs. There was board discussion because this was less than we asked for. It was decided to spend a total of \$350.00 on a combination of tables and chairs. Barbi will follow-up on this. A thank-you letter has been sent to the Lions.

Evacuation policy: Held over to next month.

Financial Audit--Toni Hackwith--Barbi reported that Toni is still working on the final audit report.

Guest Speaker---Barbi discussed options for the next guest speaker. The cost of a guest speaker for technology purposes is either \$220.00 for a full day training season or \$125.00 for two hour session.

Lori moved that we do a full day training session, Cathe seconded. Motion passed. Barbi will schedule this for April.

New Business

Insurance Appraisal: Barbi stated that the library had received information from ICRMP, regarding our insurance appraisal. It was recommended by ICRMP that we increase our insurance based on the recent appraisal. Rosemary moved that we increase our insurance. Barb seconded. Motion passed.

Treasurer's annual review--executive session per Idaho code 67-2345 (b)-- Beverly reminded everyone to complete Barbi's evaluation forms for next month's meeting.

Rosemary Yocum resignation: Beverly passed out a letter from Rosemary stating that she is stepping down effective this meeting. Beverly presented Rosemary with a Thank-you gift certificate, for all her many years of service on the library board.

Bates--Technical updates and miscellaneous --Bates provided the library with a quote from Air-pipe for a continued contract to provide wi-fi access to the patrons. The alternatives were to use Moosebytes or HughesNet which were more costly. Rosemary moved that we stay with the current contract. Lori seconded. Motion passed.

Bates also discussed the system wide maintenance every 3 weeks instead of the 5 weeks that he has been doing. Rosemary moved that we allow this, Lori seconded. Motion passed. He also discussed the Back-up of the Administrative computers to real-time to the cloud which would cost approximately \$50.00 a year. Cathe moved that we table this discussion until next month. Barb seconded. Motion passed.

October 26, 2015 Meeting Minutes

Rosemary requested that the meeting minutes for October 26, 2015 be changed to reflect that the Board reviewed the specs for a printer to be purchased with CARR funds during that meeting.

PHP Grant

The Board had asked Barbi to pursue a grant from People Helping People to purchase new computers for the library. After the Levy of May 19 passed, the grant was put on hold. The board discussed the timing of the grant and Lori moved that we revisit this matter in the fall. Cathe seconded. Motion passed with Rosemary objecting.

Other

Concerns/comments/ Kudos--Both Maggie and Emily introduced themselves. They are both interested in being on the board. They will send in letters of interest before the next meeting.

Adjournment: Barb moved that the meeting be adjourned. Rosemary seconded. Meeting was adjourned at 5:15pm.

Next meeting : March 22, 2016 @3:00 pm