

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, April 15, 2014 at 2:30 PM
Meeting Minuters

Call to order—The meeting was called to order at 2:35 pm by board chair Rosemary Yocum. Present were Rosemary Yocum, board chair; Beverly Richmond, Library Director; Barbi Johnson, Treasurer; Lori McReynolds, Cathie Rosenberg, Kathleen Hubener and guest Wes Yasny. Absent was Deb Sudnickovich.

Approval of agenda—Lori **moved that the agenda be approved. Cathie seconded. Motion passed.**

Approval of March 18, 2014 meeting minutes: Rosemary **moved that the March 18, 2014 meeting minutes be approved. Kathleen seconded. Motion passed.**

Treasurer's Report: Barbi reported that Kathleen did a quarterly financial random audit before the meeting. Kathleen stated that everything was in order and matched perfectly.

1. Monthly reports—March 2014

Checking:	\$307.04
CARR:	\$12,876.47
Market Plus:	\$47,459.87
Petty Cash:	\$139.40

2. Approval of bills---Rosemary moved that the March monthly bill payments be approved. Lori seconded and motion passed.

Library Director's report: Beverly reported that March was a very busy month. The library hosted two well attended programs and the overall usage of the library was up.

Correspondence ---Beverly reported that the library is continuing to receive donations to the library in Catherine Simpson's memory.

OLD BUSINESS

CIN update –Beverly reported that the bylaws have been approved. She will get copies to the board members.

Grants report—Barbi reported that she has submitted the grant to the Community Assistance League and she is also working on a LISTA grant application for Beverly to attend the ARSL in September.

Temperature alarm system for building update—Beverly reported that Newport alarm will be installing the alarms next week.

Fundraiser update

1. Paint can donation fundraiser—Barbi is working on the fundraiser and is busy getting information.
2. PHP silent auction items –Beverly reported that we have the following items for the People Helping People silent auction—The Quilt
Library Basket of Goodies
Donation Basket of items by Tom Holman

NEW BUSINESS

Policy manuals:

1. Operations Manual – p. 2-3, item 10. Lost or Stolen Card
 - a. Recommend adding new paragraph called “Non-resident card.”
 - b. CIN recommends we increase non-resident card fee to minimum of \$25/year, to be more in line with other CIN libraries fees. ---
2. Policy Manual – Policy no. 2 – Library usage (page 2 of policy manual).
Resident defined in paragraph 1. Non-resident discussed in paragraph 4. New definition of non-resident needed? **Lori moved to combine parts A 7 B of the operations policy**

and raise the non-resident card fee to \$20.00. Rosemary seconded the motion and the motion passed.

Library Events and Training

1. Technology Training – Discuss holding “Gizmo Garage” for staff and patrons, and cost---
Barbi reported that Shirley Biledeau is requesting \$400.00 for the Gizmo Garage training for travel etc. The board discussed and it was decided to hold off on the training until we can get a grant for the cost.
2. Guest Speaker -- Jane Fritz—Barbi reported that this has been arranged for June 28 @ 1:00 pm.

Budget committee meeting – set date for some time prior to June 17 board meeting---The board set the Budget Committee meeting for May 19th @ 10:00 am in the library. The public is welcome to attend.

OTHER

Concerns/comments/Kudos

Adjournment—Lori moved and Kathleen seconded that the meeting be adjourned at 5:00 pm. Motion passed.

Next meeting: Tuesday, May 20, 2014 @ 2:30 PM