

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, April 21, 2015 at 2:30 PM
Approved Meeting Minutes

Call to order: Rosemary called the meeting to order at 2:40 PM. Present were Rosemary Yocum, board chair; Beverly Richmond, Library Director; Barbi Johnson, Treasurer; and board members Barb Bencoter, Lori McReynolds, Cathe Rosenberg, and Deb Sudnikovich.

Approval of agenda: Barb moved that the agenda be approved. Lori seconded. Motion passed.

Approval of minutes: Barbi had one correction for the March 17, 2015 minutes. The word “negatively” should be added after the word “changes” on page 2 under ILA report. Deb moved that the minutes be approved with this change. Cathe seconded. Motion passed.

Lori moved that the March 26, 2015 special meeting minutes be approved. Deb seconded. Motion passed.

Treasurer’s Report: March 2015

Barbi reported that Barb Bencoter did a quarterly financial random audit prior to the meeting. Barb stated that she reviewed 7 invoices and stated that everything was in order.

1. Monthly reports

Checking:	\$32.14
CARR:	\$6,667.73
Market Plus:	\$52,764.56
Petty Cash:	\$319.70

2. Approval of bills--- Rosemary moved that the March expenditures be approved. Deb seconded. Motion passed.

Library Director’s report: Beverly reported that the month of March was again steady, transits continue to increase and the Lego’s in the Library program is a big success.

Correspondence: Rosemary let the board know that there will be a PRIMA workshop on May 6, 2015 in Coeur d’ Alene and the cost is \$35, should any board members care to attend.

SPECIAL BUSINESS

Levy: Public open question period –No one had any questions.

OLD BUSINESS

CIN update: Beverly reported that CIN is looking into the option of adding Overdrive E-magazine downloads and the cost to CIN would be approximately \$17,000. Beverly will follow-up with the group next month. The larger libraries would pay more of the cost than the smaller CIN libraries.

Grants report: Barbi reported that she has submitted the Community Assistance League grant in the amount of \$350 for 3 guest speakers. She has also submitted the Selkirk Association of Realtors grant for \$150 for special software and keyboard for the children’s’ computer.

Board members update: Beverly reported that the returning board members will be sworn into office at the annual board meeting in June. She handed out a Certification of Election to each. No one besides current board members submitted a Declaration of Candidacy, so there will be no election for board members this year.

Levy considerations:

1. Resolution 2015-1 document—Beverly stated that after much consternation with the county the Resolution is at the county and the ballots are being printed.
2. Press release status—Rosemary’s press release was in the Priest River Times and Gem State Miner last week, Beverly’s press release will appear this week, and Barbi’s will be in next week. Barb agreed to write an article for the PL Chamber newsletter. Deb agreed to submit an article to both newspapers for publication on May 6, and Cathe will do the same for publication on May 13.
3. Flyer status—Deb Sudnikovich has picked up the flyers and they are ready to be distributed.

NEW BUSINESS

Fundraisers:

- a. **Coolin Festival** – Beverly stated that the library again has the same spot as in previous years for our book sale at the Coolin Festival. All board members were asked to volunteer time manning the booth.
- b. **PHP silent auction** –Beverly stated we will again be auctioning 3 items for the People Helping People silent auction. Beverly stated the library will do a book basket. Deb will provide a Huckleberry Basket. Tom Holman will again generously donate a gift basket.

Policy manuals:

1. **Policy # 24, p. 30 – Digital Device Policy** – make policy regarding digital projector and screen. This item was moved to next month for discussion.

CIN transit options: Beverly discussed the \$300 per year quote and agreement that she received from Priest River Library for transit deliveries. Barb moved that we accept the agreement and begin using Priest River Library as our CIN transit hub. Rosemary seconded. Motion passed. Lori abstained from voting. Newport Library will no longer be a hub, and our courier will pick up and drop off books to the Priest River Library from now on.

Biannual audit quotes: Barbi handed out three different bids from various CPA firms for the audit. Lori moved to accept the \$7,500 bid from Anderson Bros. CPAs, using Toni Hackwith. Deb seconded. Motion passed. The audit will take place after the end of the current fiscal year.

Next meeting date: There was discussion about the next meeting because 2 board members will be unable to attend at the regular time. It was decided to have the next meeting on May 26, 2015 @ 2:30 PM.

OTHER

Concerns/comments/Kudos: To Bates for a wonderful job putting together the children’s computer, and for replacing the library bathroom toilet lid on his own time and at his own expense. Thanks Bates! Kudos to Bruce Yocum for installing kickplates to the interior and exterior of the entry door.

Adjournment: Lori moved that the meeting be adjourned at 4:15 PM. Cathe seconded. Motion passed.

Next meeting: May 26, 2015 @ 2:30 pm