

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, August 19, 2014 at 2:30 PM

Call to order: Rosemary called the meeting to order at 2:35 PM. Present were Rosemary Yocum, board chair; Beverly Richmond, library director; Barbi Johnson, treasurer; board members Lori McReyonlds, Deb Sudnikovich, and Barb Bencotter; Guests Wes Yasny and Larry Ayer. **Absent:** Cathe Rosenberg.

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

Approval of minutes: Deb moved the July 15, 2014 minutes be approved as written. Lori seconded. Motion passed.

Treasurer's Report:

Monthly reports—June 2014

Checking:	\$2,747.47
CARR:	\$12,878.08
Market Plus:	\$27,938.89
Petty Cash:	\$643.89

Approval of bills—Rosemary moved and Deb seconded that June monthly bill payments listed be approved. Motion passed. Barbi was unable to do the financial reports for the month of July because of bank website issues. They will be presented next month.

Library Director's report: Beverly reported that July was an extremely busy month. We had over 2,225 visitors to the library. Summer reading is finished and preschool story time continues and is very successful.

Correspondence: Beverly shared a nice thank you card from Lori for the community picnic. Beverly also reported that the library received a \$200 donation from the Lions.

OLD BUSINESS

CIN update: Beverly reported that CIN will be having a cataloging and circulation training for staff in September and October. She and Marnie will attend.

Grants report: Barbi reported that she submitted a grant request to the Lions for a digital projector. The grant request to People helping People for the building exterior painting and repairs will be submitted this week.

Fundraiser update

- 1. Library silent auction update @ picnic:** Beverly reported that the picnic and silent auction were hugely successful. The library had over 80 people attend. Our costs were \$856 and income from raffle/silent auction was \$427, for a net cost to library of \$429. The board discussed ideas to make the successful event even better next year. Barbi will submit press releases and photos to the PR Times and Miner.
- 2. Discuss allocating all misc. small donations to paint can, quilt and kindle raffles:** Barbi and the board would like to see all donations in the next month going towards the paint can or quilt raffle so that can be closed out at the next board meeting. The staff discontinued the kindle raffle, as it was too much all at once with the quilt raffle and paint can.

Building exterior painting update: Beverly reported that Color Country painting is busily finishing the outside painting. They are applying 2 coats (3 in some places) to the addition of a heavy-bodied stain that matches the red color of the old log building, as well as painting the window and door trim white, and the back door green to match the other doors.

Security cameras and lights:

1. **Are new lights positioned OK?**—Wes volunteered to do a drive-by after dark to ascertain whether the lights are positioned optimally and coming on when motion is detected.
2. **Security cameras**
 - a. Lori moved that the library have a dedicated monitor for the security cameras at the front desk, out of view of patrons but easily viewable at all times by staff. Rosemary seconded. Motion passed. Rosemary will contact Bates about installing this.
 - b. Discuss installing inside security cameras—There was discussion about placing security cameras inside the building. The board decided not at this time.
 - c. Discuss whether or not to place signs informing patrons of camera's presence – Deb moved and Rosemary seconded to post a sign outside stating that surveillance cameras are in use. Motion passed.

Library events:

1. **Guest Speaker Rae Ellen Lee** – Beverly reminded everyone this is scheduled for Saturday, Aug 23 at 12:00 noon
2. **Summer Reading, library picnic and magic show** – Beverly reported that the Summer Reading Program and the library picnic and magic show was hugely successful. See Fundraisers above.

Budget: Deb moved that the 2014-2015 FY budget be approved. Rosemary seconded. Motion passed.

NEW BUSINESS

Policy manuals:

1. Rosemary distributed board contact sheet & board term sheets for placement in manuals.
2. Camera Surveillance Policy –Rosemary shared wording from the Ada Community Library as a recommendation for a policy. Lori moved that the board adopt a policy using the same wording. Barb seconded. Motion passed. Rosemary will write up the policy and distribute at the next meeting.

Mailbox repair and maintenance: Larry presented some options regarding the dilapidated library mailbox on Luby Bay Rd. The board also discussed getting a PO Box at either Nordman or Priest River. Larry will do more research and report back once he has talked with the Post Office about where and how a mailbox can be placed. A decision will be made next month.

E-rate funding changes – Beverly and Rosemary reported that E-rate funding for basic phone/fax lines will phase out over a 4 year period beginning July 2015. Our internet service will not be affected by this cut according to Jan Wall from ICFL. However, the FCC will be reviewing the impact sometime in 2016-17.

OTHER

Concerns/comments/Kudos—Thank you to everyone that helped with the library picnic and fundraiser. Your hard work is greatly appreciated.

Adjournment—Deb moved that the meeting adjourn at 4:20 pm. Rosemary seconded. Motion passed.

Next meeting: Tuesday, September 16, 2014 @ 2:30 PM