

Priest Lake Public Library  
**Board of Trustees Regular Meeting**  
Priest Lake Public Library Meeting Room  
**Tuesday, June 27, 2017 @ 2:00 PM**  
**Meeting Minutes**

Call to order--Deb called the meeting to order at 2:03 pm. Present were Deb Sudnikovich, board chair; Beverly Richmond, Library Director; Barbi Johnson, Treasurer; Nancy Bushman, Cathe Rosenberg, Lori McReynolds and Rosemary Yocum.

Approval of agenda--Rosemary moved that the agenda be approved. Cathe seconded. Motion passed.

Approval of Meeting Minutes May 23,2017--Rosemary moved that the meeting minutes be approved with the addition of Kudos to Barb Bencoter for her dedication to the library and work on the library board. Cathe seconded. Motion passed.

Treasurer's Report: **May 2017**

1. Monthly reports

Checking:	\$	5,524.37
Carr:	\$	885.46
Petty Cash:	\$	320.80
Columbia Market	\$	71,420.82

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

Library Director's report--Beverly reported that the library had launched some new programs in May. The library continues to be very steady. Beverly hired Kacie for the summer season.

Correspondence--Barbi reported that she had received a thank you from Jane Fritz for having her come talk at the library. Barbi also received a thank you from her mother for the flowers that the library sent when Barbi's father passed away. Rosemary provided a thank you card for Selkirk Conservation Alliance for the donation of the seed catalog that the board signed, Rosemary will mail it.

**OLD BUSINESS**

CIN update--Beverly reported that Hot spots are now available for check out through CIN.

Grants Report--Barbi reported that the library had received the funds from ICfL in the amount of \$500.00for Stem in the Library and the Maker Camp grant in the amount of \$500.00.

**NEW BUSINESS**

Foregone amount--Barbi discussed the forgone amount and a resolution was made to take the \$1,696.00 to be used for technology in the library. Deb signed the resolution.

Budget---Barbi and Beverly--Barbi presented the draft budget for 2017-2018 to the board. There was discussion. Rosemary moved that Beverly's hours be budgeted at 38. There was discussion. There was no second and the motion did not move forward. There was more discussion and the budget will be on the agenda next month.

Roof repairs update--- Beverly reported that the roof repairs may not be as costly as first thought. Beverly will get bids for the roof repair and report back at the next meeting. Rosemary moved that Beverly hire

at roofer to do the repairs if the bid is \$5,000.00 or less so that the repairs could be completed in this fiscal year. Lori seconded. Motion passed.

Bank account signers-- Rosemary requested that Barbi check on the bank account signers and report back at the next meeting.

Policies and Policy NO. 16--Internal Controls--- Rosemary moved that we ammend Policy No. 16 section 1D, 5B and 7A. Nancy seconded. Motion passed. We will pass out new copies of Policy No. 16 at the next meeting.

Personnel Policy approval--- Beverly discussed the changes of the Personnel Policy per ICRMP and the legal department. Rosemary moved that we approved the Personnel Policy. There was discussion. There was no second and it was decided to move this until next month.

Review of audit/decide who to use in next audit--Rosemary asked if there had been a decision for the next audit as of yet. It was discussed and Rosemary was advised that the library board had decided to use the same auditor as in previous years.

Computers and Router updates---Beverly handed out a sheet to all board members showing that some of our equipment/computers are aging out. Rosemary moved that the library purchase a replacement router not to exceed \$1,000.00 including installation. Deb seconded. Motion passed.

#### **OTHER**

Concerns/comments/Kudos--Selkirk Conservation Alliance for the donation of the seed catalog.

**Adjournment --Lori moved that this meeting adjourn at 4:30 pm so that the annual meeting could be done. Cathe seconded. Motion passed. Meeting adjourned.**

**Next meeting:** Thursday July 13, 2017 @ 3:00 pm