

Priest Lake Public Library  
**Board of Trustees Regular Meeting**  
Priest Lake Public Library Meeting Room  
**Tuesday, July 16, 2013 at 2:30 PM**

Call to order---Deb called the meeting to order at 2:37 pm. Those present were Deb Sdunickovich, vice chairperson; Kathleen Hubener, Lori McReynolds, Barbi Johnson, treasurer; and Beverly Richmond, Director. Those absent were Rosemary Yocum and John Lowell.

Approval of agenda---Kathleen **moved that the agenda be approved as written. Lori seconded and motion passed.**

Approval of minutes: June 18, 2013 regular meeting---Lori moved that the regular meeting minutes be approved with the changes to the treasurers reports. Kathleen **seconded. Motion passed.**

June 18, 2013 annual meeting –Kathleen moved that the annual meeting minutes be approved as written. **Lori seconded. Motion passed.**

Treasurer's Report:

1. Monthly reports—Barbi reported that Deb had performed a quarterly random audit of the payroll accounts and everything was in order.

**June 2013**

Edward Jones CD; \$10,000 maturity date 1/24/14.

Checking: \$ 431.34

CARR: \$10,053.16

Market Plus: \$30,697.12

Petty Cash: \$188.65

2. Approval of bills---Deb **moved that the June 18, 2013 bills be approved. Lori seconded. Motion passed.**

Library Director's report---Beverly reported that our numbers continue to increase. June was a very busy month at the library. We hosted two nutrition classes. More and more people are placing holds and using overdrive for downloadable books. Freegal which is downloadable music is now available. There is a link on the website. The local Boy Scout troop built the raised garden for summer reading with the help of Bates Cofield and Barbi Johnson. The quilt was delivered to the library by Rosemary Yocum.

Correspondence --None

**OLD BUSINESS**

CIN update---Beverly reported that Freegal.com is now working and that many patrons are using it and they think that it is easy to use.

Grants report—Barbi reported that she has nothing new to report.

Fundraisers

1. Huckleberry Festival Booth – Saturday July 20, 10:00 am– 5:00 pm – Beverly reported that the festival was a great success. Many people visited the booth.
2. Raffle update – Kindle, quilt—Beverly reported that the quilt raffle is doing really well. The Kindle raffle continues to be a success.

Summer Reading Program update—Beverly reported that summer reading continues to be very successful, so far the children have been planting and watering the children's garden along with other activities.

2013-14 Budget – discuss and approve preliminary budget for publication in newspaper—Barbi reported to the board that the preliminary budget needed to go into the paper. Discussion followed. Deb **motioned that the preliminary budget be approved with the addition of the bank fees and additional CARR expense for painting of the building. Kathleen seconded. Motion passed.**

#### **NEW BUSINESS**

Policy manuals: Beverly distributed updates of the policy manual changes to everyone.

CARR purchase – 10’ fiberglass stepladder from Tarmak for \$215 ---Beverly reported that the library needs to purchase a 10’ ladder in order for the light bulbs to be replaced throughout the library. **Deb motioned that the library purchase the ladder, Kathleen seconded. Motion passed.**

Board procedures – brief introduction by Beverly for new board members on the following procedures:

1. CARR account – Idaho statute 33-2724(4) governs how funds are spent
2. Director and Treasurer appointed by board, library assistants hired by Director
3. Executive Session rules (Statute 67-2345), Open meeting law
4. Library Bylaws, Policy manual, Personnel manual, minutes – lots of info here, please review
5. Library website – [www.priestlake.lili.org](http://www.priestlake.lili.org)
6. Idaho law booklet 2012 – great reference

#### **OTHER**

Concerns/comments/Kudos

**Adjournment---Deb motioned that the meeting be adjourned at 3:35 pm, Kathleen seconded. Motion passed.**

**Next meeting: Tuesday, August 20, 2013 @ 2:30 PM**