

Priest Lake Public Library  
**Board of Trustees Regular Meeting**  
Priest Lake Public Library Meeting Room  
**Thursday October 12, 2017@ 3:00 PM**  
Meeting Minutes

**Call to order**--Deb called the meeting to order. Present were Deb Sudnikovich, Board Chair; Beverly Richmond, Library Director; Barbi Johnson, Treasurer; Cathe Rosenberg, Lori McReynolds and Nancy Bushman. Absent was Rosemary Yocum.

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

**Approval of September 14, 2017**--There was discussion about what was learned at the ILA conference in regards to what should/shouldn't be in the minutes. Lori moved that the September 14, 2017 minutes be approved with corrections. Nancy seconded. Motion passed.

**Treasurers Report-- September 2017**

1. Monthly Statements--Barbi reported that Lori did the random quarterly financial audit. Lori reported that everything looked Terrific.

Checking:	\$	4,349.49
Carr:	\$	1,998.41
Petty Cash:	\$	1,717.25
Columbia Market	\$	76,347.13

2. Approval of Bills--Deb moved that the September expenditures be approved. Nancy seconded. Motion passed.

Library Director's report--Beverly reported that September was again a very busy month at the library. Beverly reported that Maker-Camps were going very well and the number of Wi-fi users continue to increase.

Library Chair report--Deb reported that the ILA conference was a great experience.

Historian report--Cathe reported no new changes or additions.

Legislature report--Beverly stated that there is going to be a "Recognition Day" during National Library week in April 2018 for Bonners Ferry becoming the best Small and Rural Library in the Nation.

Correspondence

Articles and other news--Nothing new to report

**OLD BUSINESS**

CIN update--Beverly reported that CIN was thinking of implementing a policy of "No Over Due Fines" The board discussed this and decided that if CIN does this it will be ok to write off overdue fines.

Budget--The new budget is now in place for fiscal year 2017/2018

Grants Report--Barbi reported that the library had received \$500.00 from the Lions for youth Stem Activities and magazines and \$500.00 from the Priest Lake Yacht Club. Beverly reported that 'thank you' letters to each had been sent. Barbi reported that she had sent the Generator Grant to People Helping People for \$7,880.00. Barbi also reported that she had submitted a grant to Idaho Stem Action Center for a 3-D printer in the amount of \$2,600.00.

Bank Account Signers--Beverly-reported that all bank account signers had signed the paperwork. Barbi will take it to the bank.

Policies-- Personnel Policy --addendum an III a, b, and C were handed out to the board members. Beverly reported that the next addendums were addendum IV and V which are Directors review and Directors self-evaluation form. Since these need to be used next month, no changes were made to the current ones. This will be addressed after next month's meeting. The board requested that Barbi add the generator to the insurance policy with ICRMP.

## **NEW BUSINESS**

Old Handheld devices--Beverly reported that all handheld devices were sold and the list of technology devices has been updated.

Five Year Plan – There was discussion about the five year plan. Beverly and Deb will meet again and have something for next month's meeting.

Expansion ideas for building and parking lot--Deb and Beverly-Item was moved to next month.

ILA--travel--Rosemary, Beverly & Deb--Deb and Rosemary have submitted travel reimbursements to Barbi.

Broadband reimbursement--EOR-- Beverly reported that she had spoken with Dylan about this at the ILA Conference and we will be working on getting the other portion of broadband reimburse thru the ICFL.

Wi-Fi- updates and T1wi-fi-- Beverly reported that there is another option besides Airpipe for wi-fi at the lake. Bates is working on getting a bid from Bret of T1wi-fi.

Prima Training--Beverly reported that she will be attending Prima training on November 1, 2017 in Couer d'Alene. This training covers unemployment/employee rights.

Generator Updates--Beverly reported that the generator is set to go in tomorrow. The library will be closed for this.

Insurance Property--Barbi passed out to the board the insurance property statement for their review.  
Annual letter--Beverly will work on the annual fundraiser letter and send it out to the board via email to approve. There will be a "letter stuffing" event the last week of November.

**Kudos/ Comments/ Concerns**--Beverly expressed gratitude to Deb and Rosemary for attending the ILA conference.

**Adjourn:**--Deb moved that the meeting be adjourned at 4:30 pm. Nancy seconded. Motion passed.

**Next Meeting:** **November 9, 2017 @ 3:00 pm**