

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, October 27, 2015 at 3:00 PM
Approved Meeting Minutes

Call to order Deb Sudnikovich called the meeting to order at 3:05 pm. Present were Deb Sudnikovich, board chair; Beverly Richmond, Library Director, Barbi Johnson, Treasurer; Rosemary Yocum, Barb Benschoter, Cathe Rosenberg and Shana Hollingshead. Absent was Lori McReynolds.

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

Approval of September 29, 2015 meeting minutes—Rosemary moved that the meeting minutes be approved. Cathe seconded the motion. Motion passed.

Treasurer's Report: Barbi reported that Rosemary had completed a Random Quarterly audit. Rosemary checked the deposits and stated that they were spot on.

1. Monthly reports—**September 2015**
2. Checking: \$-67.94
3. Carr: \$6198.13
4. Money Market: \$33,926.43
5. Petty Cash: \$717.25

6. Approval of bills—Rosemary moved that the September expenditures be approved/ Deb seconded. Motion passed.

Library Director's report—Beverly gave a short and sweet verbal report that September again was a very busy month.

Correspondence—Beverly reported that the library had received an invitation to the Chamber Christmas party. Deb is going to attend.

OLD BUSINESS

CIN update—Beverly reported that Christopher from CIN is working on a self-checkout system that will be available to all the libraries in approximately 10 months.

Grants report—Barbi reported that she has completed the Libri grant and also closed the Priest Lake Community Cares Grant.

Policy Review—Courier policy—Beverly handed out the Courier policy, added will be added for next month's meeting for review.

Evacuation policy—Deb is working on the evacuation policy.

Public Records request update—Beverly reported that the request for public records was denied.

NEW BUSINESS

Security cameras and a false alarm—Barbi reported that she had inadvertently set off the alarm. Beverly will contact Newport alarm to have changes made to the alarm system.

ILA conference---Beverly reported that the ILA conference was educational.

Work party needed for the office re-vamp—Beverly let the board member that there is a need of a work party to move the offices around.

Beverly's annual review for November—Deb let the board members know that Beverly her review is next month.

Annual in-house statistical report—Beverly reported that the annual statistic showed that the library is continuing to grow in numbers of users, wi-fi useage and the number of items being circulated between the libraries.

OTHER

Concerns/comments/Kudos--None

Adjournment

Next meeting: November 24th @3:00 pm