

Priest Lake Public Library  
**Board of Trustees Regular Meeting**  
Priest Lake Public Library Meeting Room  
**Tuesday, October 28, 2014 at 2:30 PM**  
**Meeting Minutes**

**Call to order:** Rosemary called the meeting to order at 2:30 pm. Present were Rosemary Yocum, board chair; Beverly Richmond, Library Director; Barbi Johnson, Treasurer; board members Deb Sudnikovich, Cathe Rosenberg, Lori McReynolds; and guests Bob Stutz and Marni Mason.

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

**Approval of minutes:** Barbi stated that August market plus should be \$34,696.06. Deb moved that the minutes of Sept 16, 2014 meeting be approved with the correction. Cathe seconded. Motion passed.

**Treasurer's Report:**

**Monthly report - September 2014**

|              |             |
|--------------|-------------|
| Checking:    | \$2,588.74  |
| CARR:        | \$8,139.15  |
| Market Plus: | \$31,306.33 |
| Petty Cash:  | \$343.10    |

**End of year fiscal report:** Barbi distributed the end of fiscal year report. She also reported that Deb performed a quarterly random fiscal audit where she pulled and reviewed several bill payments. Deb said all looked good.

**Approval of bills:** Deb moved that the September monthly expenditures list be approved. Barb seconded. Motion passed.

**Library Director's report:** Beverly reported that September was slowing down. The holds and transits continue to be high. The PLE school visits have been arranged. The book barn continues to do business. John Mason has completed repairs of the roof and outside of the building.

Beverly handed out the end of year statistics for the library. Beverly reported that patron traffic and use of the library more than doubled in the last year. She stated that the library continues to offer more presentations and programs. Summer reading and preschool story time continues to be widely used as well.

**Correspondence:** Beverly reported that the library had received a Thank you card from Rosemary Yocum.

**OLD BUSINESS**

**CIN update :** Beverly reported that KOHA will be doing an upgrade this weekend. She also reported that staff had attended CIN cataloging training and that it was very helpful.

**Grants report:** Barbi reported on the Lions grant the library received of \$400 for a digital projector. People Helping People bestowed a grant of \$1,325 for building repairs. Barbi is applying for a LIBRI grant, and recently applied for a PLCEF grant.

### **Fundraiser update:**

1. Beverly stated that she hands out Paint Can Bookmarkers to anyone who gives the library a donation. Barbi suggested they be included in all donation thank you notes as well.
2. Fill Our Shelves fundraiser – Beverly reported that patrons have been taking the flyers, but to date no one has returned a donation.
3. Bears Fundraiser – Marni presented to the board a fundraising idea of “Adopt A Bear.” She explained that stuffed animals could be adopted for a donation to the library. Marni graciously offered to donate a large number of stuffed bears from her personal collection. The board thanked her for her donation and thought it was a great idea. Everyone decided that the minimum donation should be \$5/bear. Marni and Beverly will set this fundraiser up.
4. Friends of Library – Barb B. offered to write a press release for the newspapers and Chamber letter about the need for a Friends of the Library group.

### **NEW BUSINESS**

**PL Memorial Gardens presentation:** Representing a new local non-profit corporation called “Priest Lake Memorial Gardens,” Bob talked to the board about the group’s plans for a memorial garden to “provide a place of serenity and reflection at Priest Lake for remembering and honoring loved ones.” He said the group, which is currently seeking non-profit status, is seeking land for a Memorial Gardens, where people could reflect and spread ashes of loved ones.

He asked the board about the possibility of using library land. Rosemary mentioned that the district owns 2 acres across the highway which the board would be willing to sell. Bob explained that the group would rather not purchase land, but use donated land. They would like a space with existing adequate parking and restroom facilities available for visitors. He suggested library property behind the building, which Rosemary pointed out is unsuitable due to its steepness and accessibility issues. Discussion ensued.

Several board members would like to consider the possibility of allowing library district land to be used for this purpose, but Rosemary and other board members had concerns regarding liability issues, an overcrowded parking lot, restrooms not being available during closed hours, legal ramifications, maintenance and water well issues, non-compatible use of library land as a public taxing district set up for the specific purpose as a library, to mention a few. Rosemary was adamantly against the partnership for these reasons, and moved that the library not consider this partnership. Lori seconded. Motion did not pass (2 yes votes, 3 no votes). No action was taken.

### **Library programs update:**

1. PLE school visits - Beverly reported that she and Marni met with the PLE teachers and discussed how the library could better assist the teachers with all of the resources available here at the library. School visits will continue.
2. Lifelong Learning Assistance- This program will begin in November.
3. Legos in the Library – Also begins in November.
4. Preschool Story Hour - Preschool story time continues to be Wednesdays at 11:00 AM.

**Coolin Book Drop:** Beverly reported that since the Inn at Priest Lake has closed for the winter, the Coolin book drop will not be available. The library will redesign and improve the existing book drop over the winter.

**Beverly appointed as board member of Idaho Library Association Public Libraries Division:** Beverly recently received this honor. Barbi did a press release for the newspapers regarding this.

**Thanks you note to donors:** Barbi wanted to make sure that Thank You notes were being sent to donors. Beverly stated that Thank you notes complete with tax deductible information has been sent to all

donors who donate over \$100 per policy. The board wants thank you notes sent to all donors who donate by check, (and large cash amounts, if the person's contact info is available) which Beverly will take care of.

**Director Evaluation:** Rosemary distributed the director evaluation forms for the next meeting. She asked that all board members complete the forms in writing, as they will become a part of Beverly's permanent file.

**OTHER**

**Concerns/comments/Kudos:** Deb Sudnikovich stated that she was recently elected as President of the Priest Lake Chamber of Commerce, a post she will occupy for 2 years. She plans to keep her position on the library board.

**Adjournment:** Deb moved that the meeting be adjourned at 4:45pm. Lori seconded. Motion passed and meeting adjourned.

**Next meeting: Tuesday, November 18, 2014 @ 2:30 PM**