

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, November 18, 2014 at 2:30 PM
Preliminary Meeting Minutes

Call to order: Rosemary called the meeting to order at 2:34 pm. Present were Rosemary Yocum, board chair; Beverly Richmond, director; Barbi Johnson, Treasurer; and board members Cathe Rosenberg, Lori McReynolds, Barb Benscoter and Deb Sudnikovich.

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

Approval of minutes: Cathe moved that the October 28, 2014 meeting minutes be approved. Deb seconded. Motion passed.

Treasurer's Report:

Monthly reports - October 2014

Checking: 8,233.95
CARR: 5,875.17
Market Plus: 20,663.35
Petty Cash: 169.05

2013-14 FY final report, corrected: Barbi handed out the end of fiscal year corrected report . The library was within the budget for the year.

Approval of bills: Deb moved that the October monthly expenditures presented be approved. Barb seconded. Motion passed.

Library Director's report: Beverly reported that October was a slower month at the library, although holds and transits continue to increase. She said we now have a Facebook page which patrons can access from a link on our website.

Correspondence: Beverly reported that the library received an invitation to the annual Chamber Christmas party. Barb stated she would be happy to represent the library at the function.

OLD BUSINESS

CIN update: Beverly stated that KOHA 3.16 updates had been done and the new changes were great. The online catalog now has increased functionality for patrons.

Grants report: Barbi reported on the Lions, People Helping People, and Priest Community Cares grants that we received and the press releases she wrote for the newspapers. We will also be partnering with Priest Lake Community Education Foundation on a grant they received that included 1500 children's books.

Fundraiser update:

1. **Friends of Library** – Barb wrote an article for the Priest Lake Idaho Crown Jewel saying that the library is seeking to form a Friends group for fundraising.
2. **Bear Rescue update**—Beverly reported that the bears are being adopted and we have received \$100 from this fundraiser so far.
3. **New ideas for fundraisers** – Discussion followed about the need for more fundraising as the library budget is so tight. Beverly suggested raising the book barn prices, which the board said she is free to do without board input. Deb suggested artist donations and Rosemary

suggested pie/bake sales. Barb suggested an end-of-year mailer asking for donations and volunteered to organize it. Deb said she would help.

NEW BUSINESS

Employee raises: Beverly has done yearly staff evaluations and would like to give staff a 3% raise as budgeted. Rosemary moved that the raises be approved and effective today. Deb seconded. Motion passed.

Library/PL Memorial Garden

1. Jim McNall (ICRMP Loss Control Specialist) response
2. Jan Wall (ICfL north Idaho field rep) response
3. Look at steep hillside Bob is suggesting
4. Clarify that land exchange in no way involves library property
5. Special Use Permit or rezone may be required by BC Planning Department
6. Memorial Gardens articles of organization very vague

Rosemary and Beverly reported that they had researched the ramifications of a possible partnership with the Priest Lake Memorial Gardens group, to include those listed above. Rosemary discussed liability and precedent issues with Jim McNall, who personally recommended against such a partnership. Beverly reported that Jan Wall advised hiring an attorney if we decided to pursue this. Deb moved that we not consider a partnership with the group, and that we send a letter stating that to the Memorial Gardens corporation, but to reiterate to them that we are interested in selling the 2 acres on the west side of Hwy 57. Lori seconded. Motion passed. Rosemary will write the letter.

Library levy considerations: Beverly reported that she contacted Jan Wall on how to do a levy override. Jan reported that a levy override election could be held in either May or November. The board all agreed that we should pursue a permanent levy override and would like to move forward with it in 2015. Beverly will ask Jan Wall attend the next board meeting to inform us about the process in depth.

Christmas event: After discussion it was decided that library Christmas events have not been well attended in the past, and we will not hold one this year.

Employee Christmas bonus/gift: The board discussed whether to give the staff gifts or a bonus. They decided on a bonus for this year.

Director annual evaluation - Lori moved and Cathe seconded that the board go into Executive Session per Idaho Code 67-2345(b) for the director's annual evaluation. Rosemary – yes, Lori – yes, Deb – yes, Barb – yes, Cathe – yes. Motion passed. Board went into executive session at 4:15 PM. Board came out of executive session at 4:25. Rosemary moved and Cathe seconded to give Beverly a 3% raise budgeted for. Motion passed.

OTHER

Concerns/comments/Kudos: none

Adjournment: Deb moved that the meeting be adjourned at 4:30 PM. Lori seconded. Motion passed. Everyone was reminded that there will not be a board meeting in December.

Next meeting: Tuesday, January 20, 2015 @ 2:30 PM