

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, November 22, 2016 @ 3:00 PM
Preliminary meeting minutes

Call to order---Deb called the meeting to order at 3:04 pm. Those present were Deb Sudnikovich, board chair; Beverly Richmond, Library Director; Barbi Johnson, Treasurer; Cathe Rosenberg, Lori McReynolds, and Barb Bencoter. Absent was Maggie Drummond.

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

Approval of October 25, 2016 meeting minutes--Barb moved that the October 25, 2016 meeting minutes be approved with the corrections of the two typos that were found. Cathe seconded. Motion passed.

Treasurer's Report:--Barbi reported that Maggie is absent and will complete the random quarterly financial audit when she returns.

1. Monthly reports--**October 2016**

Checking: \$ 4,379.68
Carr: \$ 588.66
Market Plus: \$ 38,896.57
Petty Cash: \$ 322.60

2. Approval of bills--Cathe moved that the October expenditures be approved. Barb seconded. Motion passed.

Library Director's report--Beverly reported that the month of October was again a steady month. The library saw over 390 more people walk through the doors in October this year than this time last year. School visits and story hours continue to be very successful.

Correspondence--Beverly read a letter that was received from a community member praising the fabulous work that is done at the library.

OLD BUSINESS

CIN update---Beverly reported that Spokane County Library system attended the CIN meeting to introduce a new program for summer reading. CIN is discussing doing this next summer region wide. The program is the "Great Reading Adventure" and it comes with its own software that will be free to CIN users.

Grants report--Barbi reported that the People Helping People grant was funded with \$500.00. Cathe moved that Bates move forward with the conference room wi-fi upgrade with the \$500.00 from People Helping People and additional funds from the library not to exceed \$120.00. Barb seconded. Motion passed. Barbi reported that the Lions awarded \$100.00 of the \$800.00 grant request for a new computer. Beverly reported that Bates had only spent \$1350.00 of the \$2,000.00 that was decided last month on computers. This leaves a balance of \$650.00. Cathe moved that Bates uses the remaining \$650.00 plus the \$100.00 from the Lions to purchase a new computer. Barb seconded. Motion passed.

Personnel Policy Manual--Beverly reported that she had passed out the new Personnel Policy Manual. The board reviewed the manual to page 16 with changes and additions. This will continue at the next meeting.

Salaried Status for Beverly--Barb Bencoter stated that Beverly should be a salaried position. Discussion followed. Barbi will report at the next meeting on how this could be accomplished.

Purchase Computer--Cathe moved that Bates uses the remaining \$650.00 plus the \$100.00 from the Lions to purchase a new computer. Barb seconded. Motion passed.

NEW BUSINESS

Christmas Bonuses and Thank-you for volunteers--There was discussion about Christmas Bonuses and Thank-you for all the recent volunteers at the library. Cathe moved that Hot-Shots gift cards in the amount of \$5.00 be purchased for the volunteers. Barb seconded. Motion passed. Deb moved that Christmas Bonuses in the amount of \$100.00 be given to the four employees. Cathe seconded. Motion passed. Cathe moved that a \$25.00 gift card from the Tamarack be given to Bob Stutz for his continued dedication to the library year round. Barb seconded. Motion passed.

OTHER

Concerns/comments/Kudos--none

Adjournment--Cathe motioned that the meeting be adjourned at 4:50 pm. Barb seconded. Motion passed.

Next meeting: January 24th, 2017 @ 3:00pm