

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, June 18, 2013 at 2:30 PM
Pending Approval

Call to order: Rosemary Yocum called the meeting to order at 2:55 pm. Present were Rosemary Yocum, board chair; John Lowell; Barbi Johnson, treasurer; Beverly Richmond, Library Director; Lori McReynolds; Kathleen Hubener. **Absent** was Deb Sudnikovich.

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

Approval of minutes: The May 21, 2013 meeting minutes were read and the correction of “Barbi is following up on grants to send Beverly to an annual conference” needs to be added. Barbi also stated that the minutes need to reflect that the Lions are not being pursued as a possible grant at this time. Rosemary **moved that the minutes be approved with those corrections.** Lori **seconded**. **Motion passed.**

Treasurer’s Report:

1. Monthly reports---**May 2013**
2. Edward Jones CD; \$10,000 opened 4/17/13 matures 1/24/14.
3. Checking: \$1, 836.09
4. CARR: \$10, 505.74
5. Market Plus: \$32, 225.55
6. Petty Cash: \$1, 358.40
7. Approval of bills—Lori **moved that the May 21, 2013 bills be approved.** John **seconded.**
8. Work comp carrier info—Barbi reported that after checking into changing carriers, this cannot be done. All Idaho public taxing districts must use the Idaho State Insurance Fund.
9. Board members volunteer to review and sign bank/visa statements monthly---Lori stated that she will sign the M&O checks. Rosemary **moved** to approve adding Lori as a signer to the PSB accounts. Kathleen **seconded**. **Motion approved.** Kathleen volunteered to review the monthly bank and credit card statements.

Library Director’s report: Beverly reported that our statistical numbers continue to remain steady. In fact we had over 125 more visitors to the library this past month than at the same time last year. The volunteers continue to work on organizing the Book Barn and the library is receiving donations of books daily. Beverly reported that May was a great month as far as fundraiser went. She told the board that her appointment to the Idaho Commission for Libraries board is probable. Rosemary pointed out the 2 new red picnic tables purchased for the lawn area, funding of which was approved by the board two summers ago.

Correspondence: None

OLD BUSINESS

CIN update: Beverly reported that Fregal.com is now working on the CIN website. It is downloadable music that CIN is paying for.

Grants report: Barbi reported that she has done a press release for the Ezra Keats grant we received that will be in the paper. Beverly will post the article on the website.

Fundraisers

1. Memorial Day Booth in Coolin, PL Chamber auction baskets – Beverly reported that the Memorial Day Booth was a huge success, bringing in \$600. The Priest Lake Chamber auction baskets brought in \$207. The library fundraisers for the weekend were supported by the public and a great success.
2. Huckleberry Festival Booth – Saturday July 20, 10:00 am– 5:00 pm – Beverly reported that the books to sell at the booth are being organized and there has been interest from a number of community members in volunteering to help out at the booth. Lori volunteered to help at the booth.
3. Raffles – Beverly reported that the Kindle and quilt raffle will continue until after Labor Day. Patrons are buying tickets and the sales are good.

Summer Reading Program: Beverly reported that the Summer Reading program starts this week. We have approximately 20 children signed up. Volunteers are welcome to attend to help out. Summer reading activities will continue every Thursday at 10 AM for grades K-6 for eight weeks. Pre-school summer reading activities will take place on Wednesday mornings, beginning this week.

NEW BUSINESS

Painting new portion of building: Beverly reported that she has been in contact with Amy Daniels Painting about submitting a quote for painting of the outside of the building. John volunteered to contact the Bonner County Sheriff Department about having inmate labor help with the project.

Bank account signers: See above under Treasurer's report. Rosemary reported that all current signers need to sign again at Panhandle Bank in order to add a new signer. Barbi will arrange for this.

ICRMP training for board and staff –The board agreed that Tuesdays are the best day for everyone to attend board training. Rosemary will follow-up with Jim McNall about setting a date for him to put on training at Priest Lake.

Policy review:

1. Policy manuals – Policies revised last meeting were handed out to all the board members to place in their manuals.
2. Donations & Book Barn Policy, p. 12 – discuss C. 3 and C. 4 regarding FOL— The board discussed amending this policy to state that 100% of proceeds from Book Barn media sales go directly to the library. Lori **moved** and Rosemary **seconded** to delete reference to Friends of Library in section C3. **Motion passed.** Rosemary **moved** and Kathleen **seconded** to delete the last sentence in C4, removing reference to FOL. **Motion passed.**

2013-14 Budget: The draft proposed budget for the coming fiscal year was passed out to all the board to review. It will be discussed again at the July meeting.

OTHER

Concerns/comments/Kudos— Beverly stated a big thank you to everyone that helped with the Memorial Day fundraiser, great job everyone. Kudos to Lori for providing much needed chocolate for the meeting!

Adjournment: Lori moved that the meeting adjourn at 4:35 pm. Kathleen seconded. Motion passed.

Next meeting: Tuesday, July 16, 2013 @ 2:30 PM