

Priest Lake Public Library
Board of Trustees Meeting
****MINUTES****

Priest Lake Public Library Meeting Room
August 17, 2010 at 3:00 PM

Present: Rosemary Yocum, Chair; Tracy Olmo, Vice Chair; Arley Sue Hagman; Lana Feldman; Marcella Cooper; Barbi Johnson, Treasurer; Jody Pettit, Secretary; Anne Weitz, Assistant Librarian; Jan Wall, Guest ; Absent Eleanor Ellison, President of Friends

The meeting was called to order by Rosemary at 3:00PM.

Approval of Agenda: Lana **moved** to approve agenda with addition of Privacy/Noise to New business, . Arley Sue **seconded. Motion passed**

Approval of Minutes: Tracy **moved** to approve minutes from the July 21, 2010 regular meeting. Marcella **Seconded. Motion passed.**

Treasurer's Report:

Barbi reported the July's monthly numbers

Panhandle Bank CD: \$ 21,287.55

Checking: \$ -3,427.49

CARR: \$ 8,057.14

Market plus: \$ 21,498.39

Petty Cash: \$ 352.95

Barbi stated that she renewed the American Library Association annual membership. Update on the Financial Audit. We don't need to do a Bi-annual review but can keep the accounting firm to do the minimal amount for each year. We need to change the By-laws to reflect the changes.

Rosemary moved

Library Director's Report: Jody shared that the painting on the log building was finished. Amy Daniels had told her that she donated a lot of her time and did not charge the library. Jody will send her a Thank You note!

Friends of the Library: Lana passed out the minutes from the Friends meeting.

Correspondence: None

Old Business:

Movie License: Jody shared that Betty from Coeur d Alene has been in contact with the Movie License Company and will find out more at the CIN meeting. Tracy asked how often library uses the movies. Jody will also contact Tim Ventress from the local fire department to see what our capacity in the building is.

Painting of building update- Finished! Rosemary will get an article in the newspaper.

Internet Grant- Jody talked with Katie Crill at West Bonner Library. This great is thing to have once you get everything started. But it does take time. Jan Wall gave her input on this and said she is available to help. The board decided to form a committee- Jody, Anne, Tracy, Barbi and Bates. We have to have a Technology plan for five years, rewrite it ever three years. Jody and Tracy will get together to work on this ASAP. Jody will get a hold of Katie and a copy of West Bonner's Technology plan. We also have to have a filter on our internet. Tracy **moved** to go ahead with the internet grant Marcella **Seconded Motion Passed**

New Business:

Annual Budget: With the changes in the by-laws that reflect the Election and the audit. There was some money that needed to be placed in the budget.

1. - \$1,800 out of Professional services
 - + \$1,400 to salary
 - +\$200.00 to audio
 - + \$ 200.00 to computer services

Rosemary made a **motion** to take out \$855.00 out of the Elections at add to Video ,Adult Books and Juvenile books. Marcella **seconded, Motion passed**

Financial Audit/Review: Update on the Financial Audit. If the budget is less than \$100,000 a year there is no need to do a Bi-annual review. We can still have a CPA do the deprecation, balance sheet updates and Checks and balance. We need to change the By-laws to reflect the changes.

Rosemary made a **motion** to not do a Bi-annual review but keep letting the CPA do the deprecation, balance sheet updates and Checks and balance. Marcella **seconded, Motion passed**

Meeting Room policy: Board was sent home changes of the policy to review. Discussion of the changes will be at the next meeting.

Guest Jan Wall: Jan shared a few updates

Jan shared that LILI will most likely get the BTOP grant. With this passing we will have money for some new computers. Have not about anything on the grant yet. Jan shall have any news on this by October 1, 2010.

1. Election starting in 2011 will be handled by the County Clerk's office.
2. Board terms will run 6 years instead of 5 years starting in 2011

Volunteer luncheon: Jody will call some local restaurants for pricing and availability, for the day of September 19, 2010.

Computers: No money now.

Privacy/Noise: Rosemary would like to try a couple of white noise machines in the library to help with noise control of people voices carrying in the building. Also would like to come up with a different design for the computer desks in the circulation area. For the reasons of more privacy and room.

Other: NONE

Concerns/Comments/Kudos: Kudos to budget committee and to Jan Wall for visiting.

Adjournment: Rosemary made a **motion** to adjourn and Marcella **seconded** at 5:08 pm. **Motion passed.**

Next Board of Trustees meeting is September 17, 2010 at 3:00 p.m.