

Priest Lake Public Library
Board of Trustees Meeting
Priest Lake Public Library Meeting Room
July 21, 2009

Present: Lana Feldman; Chair, Rosemary Yocum; Vice Chair, Bob Ekler, Barbi Johnson; Treasurer, Arley Sue Hagman , Marcella Cooper, Jody Pettit; Secretary, Anne Weitz; Assistant Librarian, Terry Blessing; Public Works Department, John Hartung ; CIN Representative

The Meeting was called to order by Lana Feldman at 3:05 PM.

Oath of Office: Arley Sue Hagman took the oath of office for Board of trustees on July 21,2009

Approval of Minutes:

Rosemary moved to accept the minutes of the regular and Annual meetings, Arley Sue seconded and **Motion Passed.**

Treasurer's Report:

Barbi reported the June monthly numbers

Panhandle Bank CD: \$ 21,000.00

Checking: \$ 504.18

CARR: \$ 19,960.99

Market plus: \$ 33,309.14

Petty Cash: \$ 307.58

Approval of Bills:

None

Library Director's Report:

For the month of June, see attached

Guests:

John Hartung: John reported to the Board that the Patrons are in the CIN Database and the barcodes are ready to be put on the books. John also explained that Kari Wilson from the Hayden Branch will be coming up in August to give instruction for the staff to put on barcodes on the Books. **UPDATE:** The Grant was budgeted for \$ 8,200.00 for part of a process for working with the records. It turns out it was optional and not mandated. CIN chose not to exercise that and put the \$8,200.00 back in the budget and all of our supplies will be covered by the Grant. Our new lower payment is \$441.04 instead of \$780.00 quarterly. There is now match due on this it is all coming out of the grant. We will not be paying for patron card or barcodes for the first year. CIN (Cooperative Information Network) is the largest Library Consortium in Idaho. John also shared that our biblical graphic records are now being put into the CIN database at Gonzaga. Our annual fee will be \$1000.00for CIN (\$500.00 a workstation with a Minimum of 2 work stations) The \$1000.00 includes everything Membership fees for CIN and the software but does not include the Courier. Barbi let John know that we only budgeted for the next fiscal year \$300.00 for the membership, because the grant will pay for part of it. John let us know that our first fiscal year will be starting 2011. Shannon and Rachel from Gonzaga are doing our data entry of book records right now.

Terry Blessing: Presented the Board of Trustees a Power Point Presentation from the Public Works Division of Building Safety and go over the Basics over Public works contract. Jody stated she would like

to have Terry come and give classes to the local contractors. Terry handed the board some booklets and pamphlets to give out to any contractor who asked for them.(see attached)

Correspondence:

None

Friends of the Library:

See attached

Old Business:

1. Parking Lot Bids:

There was many discussion about rewriting the bid form and resend out to rebid and to put in into the newspaper. Rosemary said she will take the time to rewrite the paperwork up and send to Jody. We will also possibly approach the Friends of the Library about purchasing the yard light. The bids need to be put in by Saturday, August 15,2009 at 2:00pm. The completion of the parking lot would have to be October 30.2009 (See Attached forms) ArleySue made a **motion** to have Rosemary rewrite letter specifying in the detail the contractors need to accomplish and put out to bid. Rosemary **Seconded** Motion **carried**

2. **Roof Leak:** Jody will call Copper Bay to see what is going on.

3. **Budget:** Rosemary moved to **approve** the preliminary Budget Marcella **seconded** it.

4. **Automation Progress Report: See under John Hartung**

5. **Board files progress report:** It's all done

6. **Board Election Updates:** Arley Sue was the only one to apply so there is no need for an election.

New Business

None

Concerns/Comments/Kudos

Adjournment

Rosemary moved and Marcella seconded a motion to adjourn at 5:45 pm. **Motion passed.**

Next Board meeting is August 18, 2009 at 3:00pm