

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

Priest Lake Public Library Meeting Room
September 21, 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; Absent Eleanor Ellison, President of Friends

The meeting was called to order by Rosemary at 3:01PM.

Approval of Agenda: Lana **moved** to approve agenda with spelling changes. Arley Sue **seconded**. **Motion passed**

Approval of Minutes: Rosemary **moved** to approve minutes from the August 17, 2010 meeting. Marcella **Seconded**. **Motion passed**.

Treasurer's Report:

Barbi reported the August monthly numbers
Panhandle Bank CD: \$ 21,390.00
Checking: \$ 21,287.55
CARR: \$ 6,658.07
Market plus: \$ 33,875.66
Petty Cash: \$ 544.74
Barbi stated that August was a quiet month!

Library Director's Report: See attached for reports. Jody shared that the movie license was on hold until she was able to talk with Bette from Coeur d'Alene Library about whether CIN wants to go in together on it. Possibly the license will be as low as \$50.00 for CIN members.

Friends of the Library: Jody and Lana shared the diagram of the proposed book barn from the Friends. The Board went out and measured the location near the old book a barn next to the parking lot. After a considerable amount of discussion the Board feels that the new proposed book barn is too big and would be overpowering to the Library. Also there was a concern about the pitch of the roof on the proposed building dumping lots of snow onto the fire lane and handicap parking area. Jody will email Eleanor about the concerns the Board has stated, including smaller size than proposed, have roof pitch running east-west, move new book barn closer to library.

Correspondence: None

Old Business

CIN update: Jody wanted to share some concerns the CIN Board had with Voyager/Gonzaga. Increases have been made to the CIN budget. This has raised some concerns as to where CIN/WIN will be headed in the future. Val Net has already talked about Dropping out of the consortium due to the high increases in the budget. CIN would like to go before the WIN Board and try to discuss other options for internet-

based library catalogs, such as Koha, one of the largest online library catalogue systems in the U.S. If CIN switches to Koha software, Koha will take care of uploading our current catalog and we would have very little or no downtime. This system is faster and easier to use. It may come down to CIN going with a different system that CIN can afford.

BTOP/ERATE: Jody and Tracy went to an E-rate training in Hayden, ID. The workshop seemed to raise more questions than what they had to begin with. It seemed to be confusing. Right now they will just follow each step in the E-rate application process as it comes. The E-rate is only good for discounts on Phone/Internet. Tracy and Jody have come up with a draft for the Tech plan required for the application.

Meeting Room Policy: Rosemary would like everyone to go over the proposed changes to the Meeting Room Policy before the next meeting. There was discussion about whether or not to charge for the certain groups and what other kind groups would be allowed to use the meeting room. The subject was tabled until the next meeting in October, after everyone has had a chance to review the draft updated policy prepared by Rosemary and Arley-Sue last month.

Landscaping Schedule: Bob Stutz will begin working on the landscaping project starting the 2nd week in October. Bob is still looking to get volunteers for the Project. He will be contacting Pecky to post on her website. Jody will send out emails to let everyone know when the project will get started.

New Business

Staff Changes update: Jody Shared that Mary Lea Simpson resigned from her position. Jody will begin looking for someone to fill that position beginning in 2011. In the meantime, Sharon Miller will cover Mary Lea's hours.

ICRMP training: Barbi shared that there is an ICRMP training in Coeur d Alene on October 22, 2010. It will be a full day of training. Rosemary will email Jim McNall from ICRMP to see if we can have a workshop at our location.

Other: Arley Sue **moved** to go into an executive session under code 67-2345- to discuss long range staff issues. Rosemary seconded. Tracy –YES, Marcella-Yes, Arley Sue-Yes, Lana- Yes, Rosemary-Yes
Out of executive session at 5:38 pm.

The board wishes to resume staff training that was put on hold During CIN update, so that the staff can grow to meet increasing needs of library and patrons. Suggestions included the Web Junction's online classes, having Jan Wall come and visit to help evaluate staff training needs and possibly train director and staff, and having Jim McNall from ICRMP put on a workshop specifically for libraries for our staff and board. Rosemary **Moved** for staff and director to begin taking courses quarterly online (WebJunction or elsewhere), beginning this month, and for Jody to set up a training/evaluation session with Jan Wall soon. Marcella seconded. Motion passed. Rosemary will set up a workshop with Jim McNall for our library.

Concerns/Comments/Kudos:

Adjournment: Lana made a **motion** to adjourn and Marcella **seconded** at 6:00 pm. **Motion passed.**

Next Board of Trustees meeting is October 19, 2010 at 3:00 p.m.