

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Thursday June 14, 2018@ 3:00 PM
Preliminary meeting minutes

Call to order-- Deb called the meeting to order at 3:20 pm. Present were Deb Sudnikovich, Board Chair; Beverly Richmond, Library Director; Barbi Johnson, Treasurer; Rosemary Yocum, Cathe Rosenberg, Nancy Bushman and Lori McReynolds.

Approval of agenda--Rosemary moved that the agenda be approved. Nancy seconded. Motion passed.

Approval of meeting minutes--Cathe moved that the May 10, 2018 meeting minutes be approved with corrections. Rosemary seconded. Motion passed.

Treasurers Report-- Barbi reported that she has been in contact with Toni Hackwith concerning the audit. The audit has not been completed as of yet. Barbi will follow-up on this. Barbi and Beverly also adjusted the monthly reports to reflect the 3-D printer and mugs on the reports.

May 2018

1. Monthly Statements

Checking:	\$	2,585.54
Carr:	\$	931.50
Petty Cash:	\$	437.20
Columbia Market	\$	94,192.09

2. Approval of Bills-- Rosemary moved that the May expenditures be approved. Nancy seconded. Motion passed.

Library Director's report-- Beverly reported that May was a very busy month. The library experienced an increase of over 400 visitors to the library in May.

Library Chair report--Deb reported that she had attended the Library Trustee bootcamp and found it to be very informative. She reminded everyone that starting in July the agenda will be different with "Action Items" denoted. She stated that one thing she learned is that trustees are consider ambassadors for the library and as ambassadors they are to assist with fundraising and other activities.

Historian report-- Nothing new to report.

Legislature report-- Rosemary reported that agency rules are being promulgated for the 2019 session, but she didn't notice anything in those rules affecting libraries."

Correspondence

Articles and other news- Nothing new to report.

OLD BUSINESS

CIN update--Beverly stated that the yearly budget for CIN has been approved and that the libraries amount has been reduced for the next fiscal year.

Policy Review --

- a. Final copy of 3D printer policy was distributed to everyone to put in their binders.
- b. Employment application - any changes? -- The board decided that the employment application was fine and did not need to be changed or amended.
- c. Job Classification addendums for July meeting. Please review the treasurer, library assistant and library director job classifications. Lori and Beverly will work on a trustee job classification for the next meeting.

NEW BUSINESS

Grants Report--Barbi reported that the Idaho Committee grant was denied. Barbi also reported that the Pilcrow grant has been submitted and that the books should be arriving in July. Barbi is submitting the final grant report and thank you to the Kaniksu Lions for the Maker Camp grant.

Budget timeline--Barbi passed out the initial 2018/2019 budget, she will make adjustments and report again next month.

Building expansion --architects etc. There was discussion about building expansion and the steps needed to proceed with this project. Deb will contact Brain Alore to have him come and view the building and provide some guidance with proceeding further. Rosemary contacted Denny Christenson, principal architect from Denny Christenson & associates - architects. He said he is interested in talking to the board about the library expansion.

Book Club -- Rosemary reported that the new book club was very well attended.

Kudos/ Comments/ Concerns

Adjourn:-- Meeting was adjourned at 5:45pm.

Next Meeting: Tuesday July 10th @3:00 pm