

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Thursday July 10, 2018@ 3:00 PM
Preliminary meeting minutes

Call to order---The meeting was called to order at 3:00 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--Cathe moved that the agenda be approved. Nancy seconded. Motion passed.

*****Approval of meeting minutes June 14, 2018**---Rosemary moved the June 14, 2018 meeting minutes be approved with corrections. Cathe seconded. Motion passed.

Approval of Annual meeting minutes--Deb moved that the annual meeting minutes be approved. Cathe seconded. Motion passed.

***** Treasurers Report**--Barbi stated that Cathe completed the random quarterly financial audit prior to the meeting. Cathe stated she reviewed 3 files and everything was in order.

1. Monthly Statements **June 2018**
2. Monthly Statements

Checking:	\$	4,345.50
Carr:	\$	660.61
Petty Cash:	\$	649.90
Columbia Market	\$	92,369.61

3. Approval of Bills-- Rosemary moved that the June expenditures be approved. Deb seconded. Motion passed.

Library Director's report--Beverly reported that the month of June was extremely busy. The library is hosting more and more programs for youth and adults. More and more people are using the wi-fi and the patrons love all the new books.

***** Library Chair report**--Deb reported that Brian Ailor from Ailor Drafting and Design, LLC was here to take questions about possible expansion. There was discussion about all of the options. Brian was informed that the library would put the building expansion out "for bid" when the time comes. Brian explained that he could draft plans and work with the library through the entire process. Deb moved that we hire Ailor design to start the process for building expansion. Rosemary seconded. Motion passed.

Historian report--Cathe stated that she is busy doing updates.

Legislature report--Rosemary reported that the " Rules for Governing the use of Commission services" have been submitted by ICfl for consideration in 2019. The proposed new rules addresses the agency's

state-funded grant programs and make the eligibility requirements the same for agency state and federally funded grant programs.

Correspondence--Bates and Barbi sent a "thank-you" for the libraries kindness during Bates' recent injury.

Articles and other news-- None

OLD BUSINESS

CIN update--Beverly reported that CIN was cancelled.

***Budget Review---There was discussion about the 2018/2019 **proposed** budget. Rosemary moved that the **proposed** preliminary budget be approved for publication in the newspaper. Lori seconded. Motion passed. It was then discussed about where to publish the legal notice of **proposed** budget approval. Beverly stated she had just used the Beacon. Barbi will send the legal notice to the Beacon.

Telephone conference with Toni Hackwith (auditor) 3:30 pm--There was a telephone conference with Toni Hackwith, CPA and questions were answered regarding the library audit

Policy Review --

A.. Job Classification addendums for library assistant, library director, treasurer and trustees. The board reviewed the job classifications for library assistant, library director, treasurer and substitute library director. Beverly will make the changes and send new copies of all of these to the board members. The board will review trustee job classification next month.

NEW BUSINESS

Grants Report--Barbi stated the Inland Northwest grant was denied. Barbi stated that she and Beverly have completed a first time attendee grant for Lisa to attend the ILA annual conference in October. Barbi stated that the library has received the books from the Pilcrow foundation. The library received 95 new books from the Pilcrow foundation valued at \$1600.00

Kudos/ Comments/ Concerns--Barbi stated that she wanted to let the board know that Beverly has been working many extra hours since April. Barbi asked the board to approve a gift certificate for Beverly. Cathe moved that the board approve a gift certificate, Nancy seconded. Motion passed. Thank you and Kudos to Beverly for all the hard work.

Adjourn: The meeting was adjourned at 5:30pm

Next Meeting: August 14, 2018@3:00 pm

***** Denotes action items**