

Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Thursday November 13, 2018@3:00 PM
Preliminary meeting minutes

Call to order--Deb called the meeting to order at 2:59 pm. Present were Deb Sudnikovich, board chair; Beverly Richmond, Library Director; Barbi Johnson, treasurer; Cathe Rosenberg, Lori McReynolds, and Rosemary Yocum. Absent was Nancy Bushman.

Approval of agenda--Cathe moved that the agenda be approved. Lori seconded. Motion passed.

*****Approval of meeting minutes** :September 11, 2018--Rosemary moved that the October 10, 2018 meeting violated the open meeting law and therefore moved that the September 11, 2018 meeting minutes be approved again as a curing motion. Cathe seconded. Motion passed. Lori voted no.

Updates from Brian Ailor--Brian stated that he had met with Craig Hill and he had stated that there was no need for a fire lane. Brian will work on getting a written fire plan from the fire department. Brian has also been in contact with Jason Sewell to start the process for architecture designs and will let us know at the next meeting how things are progressing.

***** Treasurers Report**

1. Monthly Statements

	September 2018	October 2018
Checking: \$	4,387.99	9,193.10
Carr: \$	-2,506.29	993.10
Petty Cash: \$	40.00	616.84
Columbia Market \$	95,890.00	74,847.91

2. Approval of Bills--Cathe moved that the September financial expenditures be approved. Lori seconded. Rosemary moved that the October financial expenditures be approved. Cathe seconded. Both motions passed.

Library Director's report--Beverly reported that September and October were very busy month's at the library. The library hosted a number of well attended presentations. October saw over 400 more people use the library than at this time last year.

Library Chair report--Deb stated that she had nothing new to report.

Historian report--Cathe stated that she had added all the updates to the albums to date.

Legislature report--Beverly reported that the event hosting Representative Heather Scott and Jim Woodward was very well attended.

Correspondence--Barbi reported that Persi will increase its standard deductions beginning in July 2019.

Articles and other news--Nothing New

OLD BUSINESS

CIN update--Beverly reported that KOHA has two new databases for patrons on the LiLi link from our website.

Policy Review --

A.. Job Classification addendums for library trustees. Beverly stated that all the information from the Trustee boot camp had been sent out. There was discussion and then it was decided to move this item to the January meeting.

B. Assistant Library Director job description--Beverly stated that she had written the Substitute Library Director job description to better fit the Assistant Library Director job description. Discussion followed and then this item was moved to the January meeting.

Grants Report-- Barbi reported that there were no new updates in September for the Grants report. The only change in October was that Lisa attended the annual ILA conference in Moscow and will be doing a follow-up report in April.

NEW BUSINESS

Building Committee--Deb reported that the Building committee had met and things were moving along well with Brian Ailor.

Funding Committee--Rosemary reported that the funding committee had met and they discussed different ways of funding the expansion project. They are currently researching bonds and levy requirements, as well as, possible fundraising ideas.

Trustee Legislative Challenge Update--Rosemary reported that this was completed in October.

Annual Fundraiser--There was some discussion as to when the annual fundraising letter should go out. It was decided that the letter should not focus on the building expansion. A work party was set of December 11th at 12:00 noon.

***Open bank account for expansion project--Barbi reported that the library is receiving more and more donations for the building expansion and requested that a bank account be opened for that purpose. Deb moved that Barbi open a bank account for the building expansion fundraising. Cathe seconded. Motion passed.

Insurance review- Barbi passed out the insurance coverage amounts to everyone. Beverly will call Mike Mahoney and report back in January.

Annual Bonuses and library staff/board Christmas party--There was discussion about annual bonuses or having a Christmas party. Deb moved that the staff be given an annual bonus. Cathe seconded. Motion passed.

Executive Session--Code 74-206(1) (b)--Executive session for the Directors annual review. A roll call vote to go into executive session was done. Deb Sudnikovich voted yes, Lori McReynolds voted yes, Cathe Rosenberg voted yes. Rosemary Yocum voted yes. Rosemary moved that we go into executive session 74-206(1)(b) for the purpose of the library directors annual review. Lori seconded. The board went into executive session at 5:20 pm and came out of executive session at 6:15 pm. The board then voted that no changes to Beverly's pay be made at this time, things were to stay as they currently are.

***** Denotes action items**

Kudos/ Comments/ Concerns

Adjourn:

Next Meeting: January 8, 2019 @3:00 pm