

**Priest Lake Public Library District
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, February 11, 2020 @ 3:00 P.M.
Board Meeting Minutes**

Call to Order: The meeting was called to order by Deb at 3:05 P.M. Present were Deb Sudnikovich, Chair Person; Jaime Yob, Interim Library Director; Lori McReynolds; Nancy Bushman; Jessica Rogers; Rebecca Phillips, Treasurer.

****Approval of Agenda:** Jessica made a motion to approve the agenda and add under **New Business, Treasurer Vacancy**. This was not on the posted agenda. Prior to this meeting all board members were notified that the Treasurer would need to resign sooner than expected due to the unexpected fast selling of her house in less than 24 hours, and she will be moving. Nancy seconded this motion to approve the agenda with changes. Jessica voted yes, Deb voted yes, Nancy voted yes, Lori voted yes. Motion approved.

****Approval of Prior Meeting Minutes:** Lori made a motion to approve the meeting minutes from January 14, 2020 with additions and grammatical changes. Nancy seconded. All in favor. Motion passed. Changes will be made and the updated meeting minutes will be emailed to all board members. Jaime added the open meeting violation cure to the November 12, 2019 minutes after the last meeting, and at that time noticed a typo in the executive session. Lori made a motion to approve the changes needing to be made. Nancy seconded. All in favor. Motion passed. Changes will be made and the updated meeting notes will be emailed to board members.

****Treasurer Report:** Rebecca handed everyone the operating budget report, monthly statements, and profit and loss reports for both December and January for review.

1. Monthly Statements:	December 2019	January 2020
Checking:	\$14,185.48	\$8,293.52
Carr:	\$97.06	\$97.06
Petty Cash:	\$40.00	\$40.00
Columbia Market:	\$97,325.61	\$182,329.66
Building Expansion:	\$2,744.65	\$2,800.87

Additional money is needed in the Carr account for replacement of locksets. Replenishment for fiscal year has not yet been done. Authority to move money (and how much) into the account is needed. Deb said to see what is needed for the next couple of months, and gave her ok to move that amount. No changes to grant financial report. The library received a big warrant in January and it has been deposited. Deb mentioned that snow removal was light in December compared to prior years. Three computers are up for replacement, which was considered when the budget was done. The board is ok with completing these 3 replacements. Becky is leaving in March, so we will need another signer on the bank accounts prior to her leaving. We are looking into moving banks at the same time. Deb will look into which bank.

Lori made a motion to approve the monthly treasurer report. Jessica seconded. All in favor. Motion approved.

Library Director Report – presented by Interim Library Director, Jaime Yob: Jaime went over the January director report. The library had another steady month. Lots of donations received and cataloged. The numbers are up in all areas. Continued complaints of slow Wi-Fi speed and poor cell phone coverage. New campaign requirements were handed out. A new bill that the Idaho Library Association is currently trying to push in the Revenue and Taxation Committee of the Idaho Legislature to expand library rainy day fund was handed out.

Library Chair Report: Nothing new to report.

Historian Report: Nothing new to add.

Policy Report: Jessica and Jaime reviewed library policy previously in the month, and there are many areas that need to be updated. They were unable to locate a hiring policy, a code of ethics or an ADA policy, all of which should be considered. The internet policy needs to be updated with the new laws that will go into place in July 2020

regarding content filtering. Jaime advised we put the filters that are now required into place many years ago so the library is already compliant.

Legislature Report: Laurel was not at this meeting, nothing new reported.

Old Business

CIN Report: Jaime recapped the January CIN meeting. Aspen is willing to break up the \$10,800 install fee over a couple years. CIN has tried to negotiate the costs of Aspen, but to date there has been no response. A Kanopy.com presentation was done. Kanopy is an online movie source where each patron receives credits to use. At the time of the meeting the cost was still pending. After the meeting CIN learned that the cost is \$34,000 for a year based on the CIN cardholder population of 134K. This will be discussed further at a future CIN meeting.

Employment Committee: Lori and Deb had a couple of days of interviews that went well.

New Business

Treasurer Vacancy: Rebecca is moving and a new treasurer will need to be hired very soon. The board gave the ok for Jaime to place an ad for a treasurer. The board may consider an accounting firm.

Building Committee: The conditional use permit passed in the hearing held. Martin Taylor now needs stamped plans to file a driveway permit application with the state highway department. The library doesn't have stamped plans yet. Brian Ailor, who completed the floor plans, is not licensed.

Fundraising Committee: No meeting in January.

Kudos/Patron Comments/Concerns: Multiple patrons had questions and comments. All were addressed and answered.

****Executive Session –Code 74-206(1)(a):** Nancy made a motion to go into executive session - Code 74-206(1)(a) to discuss the library director vacancy. Lori seconded. A roll call vote was done. Jessica voted yes, Nancy voted yes, Lori voted yes and Deb voted yes. Motion approved. The board went into executive session at 4:17 P.M. and everyone left the room but the board members. The board came out of executive session at 4:52 P.M.

****Vote on Library Director Position:** Deb said they are going to postpone the vote until follow-up interviews are completed. Jessica made a motion to keep Jaime as the interim director. Nancy seconded and all in favor. Motion approved.

Adjourn: Nancy made a motion to adjourn the meeting at 4:55 P.M. Lori seconded. All in favor. Motion approved and meeting adjourned.

Next Meeting: March 10, 2020

**Denotes action items