

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

**Call to Order:** The meeting was called to order by Deb at 3:06 P.M. Present were Jaime Yob, Library Director; Deb Sudnikovich, Lori McReynolds, Jessica Rogers, Laurel Smith; Rebecca Phillips, Treasurer. Attending by phone: Nancy Bushman. Later in the meeting Attorney Katharine Brereton attended by phone.

Jaime had a mistype on the posted agenda & didn't realize until the morning of the 11<sup>th</sup> & corrected immediately. Under date it said 12 vs correct date of 11 & under next meeting date a 9 vs correct date of 8. The day of the week was correct & meeting was during normal monthly meeting time. Both newspapers for the budget notice, meeting notice on the door and calendar on the website all had the correct date and time.

**\*\*Approval of Agenda:** Laurel made a motion to approve correction in date and next meeting and to also delete executive session (i) since ICRMP representative will not be attending or calling in. Jessica seconded. All in favor. Motion approved.

**\*\*Approval of Prior Meeting Minutes:** Laurel would like minutes corrected to read nonconsecutive meetings missed. Lori made a motion to approve meeting minutes with changes. Jessica seconded. All in favor. Motion approved.

**\*\*Treasurer Report:** Rebecca handed everyone for review the Operating Budget Report for July, Monthly Statements, Profit & Loss Report, Balance Sheet, Payroll Summary, Deposit Sheet, Transaction Detail by Account & Date and the Building Expansion Monthly Report. Nancy did not get the reports so sustained from voting. All reports reviewed. Audit is still pending.

<b>1. Monthly Statements:</b>	<b>July 2020</b>
Checking:	\$ 10,710.91
CARR:	\$ 93.24
Petty Cash:	\$ 40.00
Columbia Market:	\$ 118,309.92
Building Expansion:	\$ 3,708.89

**2. Approval of Bills:** Jessica made a motion to approve monthly statements and bills. Lori seconded. All in favor. Motion approved. Director requested approval to purchase a snow blower with cab. Laurel made a motion to approve snow blower with cab. Lori seconded. All in favor. Motion approved. Director requested approval to steam clean carpet. Jessica made a motion to approve carpet steam clean. Nancy seconded. All in favor. Motion approved.

**Library Director Report:** Director reported an overall good month. Busy month. Summer Reading Program attendance and program attendance was good. There are a lot of patrons that are working remotely because of COVID closures. Lots of Zoom calls, patrons reserving the conference room and using the lawn. There are 3 active building expansion fundraisers and all have good participation so far. Art classes (adult & junior) were well received and attended. Good attendance each week at our summer reading program.

**Library Chair Report:** Deb reported no new info to report.

**Historian Report:** Nancy reported nothing new to report.

**Policy Review:** Jessica reported nothing to review this month.

**Legislature Report:** Laurel reported nothing new to report.

**Old Business**

**CIN Report:** Meeting was by Zoom. Nothing new to report. All libraries reviewed their current COVID protocols.

**COVID-19 Pandemic Committee:** Committee met last week. Still using reopening plan with colors, currently in green. PLE released their plan and is also using colors. Bonner County as of today is in yellow. Jessica passed out Level of Community Spread for Idaho Back-To-School for review. Plans are in place in case director or staff get COVID. Committee will keep meeting as needed.

#### **New Business**

**Building Committee:** Committee didn't meet this month.

**Fundraising Committee:** On hold right now because of COVID.

**\*\*2020-2021 Final Budget Hearing:** Lori made a motion to approve 2020-2021 budget with an added category of Appreciation/Gifts. Jessica seconded. Lori voted yes, Jessica voted yes, Deb voted yes, Nancy voted yes, Laurel voted yes. Final budget approved.

**\*\*Foregone Amount Resolution:** Jessica made a motion for foregone amount resolution for \$6 to go towards junior books. Laurel seconded. Lori voted yes, Jessica voted yes, Deb voted yes, Nancy voted yes, Laurel voted yes. Motion approved.

#### **Kudos/Comments/Concerns**

Nancy Bushman left the meeting.

**Executive Session 74-206(1)(f) Legal Counsel:** The library's defense attorney Katherine Brereton with Lake City Law joined the meeting by speaker phone. Laurel moved that the board go into executive session 74-206(1)(f) with Katherine Brereton to discuss pending litigation. Jessica seconded. A roll call vote was done to go into executive session. Laurel voted yes, Lori voted yes, Jessica voted yes, Deb voted yes. Motion passed. The board went into executive session with Katherine at 5:36 P.M. and everyone but the board members & director left the room. The board came out of executive session at 6:37 P.M.

**Adjourn:** Lori motioned to end the meeting at 6:37 P.M. Jessica seconded and meeting ended.

**Next Meeting: September 8, 2020 3 P.M.**

**\*\*Denotes action items**