



**Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, October 12, 2021 @ 3:00 P.M.
Meeting Minutes**

Call to Order: The meeting was called to order by Nancy at 3:02 P.M. Present were Jaime Yob, Library Director; Board Members Colin Summers, Deb Sudnikovich, Jessica Rogers & Nancy Bushman.

****Approval of Agenda:** Jessica made a motion to approve the agenda. Deb seconded. All in favor. Motion approved.

****Approval of Prior Meeting Minutes:** Deb made a motion to approve the regular meeting minutes with a correction to the missing words terminate "the contract with" Accounting Solutions. Jessica seconded. All in favor. Motion approved. Jaime will update the minutes.

****Treasurer Report – July-Sept:** The board was handed all the financial reports for July, August, and September. Deb went over all of them with the board. There was multiple questions about the reports. Accounting Solutions was not present to answer questions.

1. Monthly Statements & 2. Approval of Bills: Jessica made a motion to hold off approving any of the financial statements & all bills until November so that questions can be answered first. Colin seconded. All in favor. Motion approved.

3. CARR account: Discussed transferring money into the CARR account. Can we use the CARR account for the building expansion? Deb will look into this.

Library September Director Report: Jaime reviewed September 2021 director report. Good month at the library.

Library Chair Report: Lisa's retirement celebration was this month and all went well. In her 11 years working at the library she has touched a lot of families and been a big part of little patrons learning how to read. Lisa will be greatly missed and the library thanks her for everything she has done.

Historian Report: Historically this has been a negative part of the agenda. Colin would like to turn it into a positive area to share the good things that are happening at the library and would like to do a historian report each month on what's going on at the library, library highlights. This would be more constructive. Everyone liked this idea.

****Policy Review:** Laurel is no longer on the board. Policy review has been put on hold. Agenda topic will be tabled for a future meeting. Gave a status of policy review to the interested patrons that attended this meeting.

Legislature Report: Legislators are not in session. Jessica has a contact in Boise she will reach out to and ask for resources.

Committee Reports

A. Building Committee & B. Fundraising Committee: Nancy and Deb did not meet this last month. Jaime is working on setting up the bricks and thought it would be good to run the building expansion brick fundraiser from Oct 2021-Oct 2022. Suggestion made of getting all the addresses at the lake and mailing out a postcard or letter to everyone explaining the building expansion brick fundraiser and also setting up some sort of online way for patrons to donate and letting everyone know that's an option.

New Business

A. Trustee Vacancy Seat 3: 4 letters of interest have been received to date. All 4 letters were given to the board members. 3 of the 4 that are interested were in attendance. Answered all questions they had and explained the trustee role. Handed all of them a

trustee handout to review. Each explained what they can offer the board if they were a trustee.

Old Business

A. CIN Report: Jaime recapped September CIN meeting.

B. Accountant Position Review: Briefly reviewed status of where the library is with the current accountant. Accounting Solutions last day is October 17, 2021. Possible Jaime will need to handle payroll that is approaching at the end of the week. Nancy found two possible accountants. The board was handed both accountants response to a quote.

a. **Executive Session 74-206(1) a: Accountant Position Hiring: Jessica made a motion to go into Executive Session 74-206(1) A to discuss the accountant position review. Deb seconded. Colin voted yes. Deb voted yes. Nancy voted yes. Jessica voted yes. Motion approved. The board and director went into executive session at 5:02 P.M.

The board came out of executive session at 6:15 P.M. Colin made a motion to engage in hiring Frankie Dunn for the library accounting services. Jessica seconded. All in favor. Motion approved. Nancy will contact Frankie to let her know. Deb/treasurer will be cc'd on all communication with Frankie.

Kudos/Comments/Concerns: Jessica mentioned there is little advertising on the East side of the lake for the library. Maybe we could look into putting up a sign directing people to visit the library. The Priest Lake Visitor Center would be a good place to advertise. The welcome sign has a bulletin board and a flyer holder. Jaime will post a calendar each month at the visitor center.

Adjourn: Jessica made a motion at 6:18 P.M. to end the meeting. Deb seconded. Meeting ended.

Next Meeting: November 9, 2021 3 P.M.

****Denotes action items**