



**Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, January 11, 2022 @ 3:00 P.M.
Meeting Minutes**

Call to Order: The meeting was called to order by Nancy at 3:00 P.M. Present were Jaime Yob, Library Director; Board Members Deb Sudnikovich, Jessica Rogers, Nancy Bushman, Lucinda Flook, Accountant Frankie Dunn.

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

****Approval of Prior Meeting Minutes:** Reviewed prior meeting minutes. Deb made a motion to approve prior meeting minutes. Jessica seconded. All in favor. Motion approved. Nancy didn't vote, she was not present at the full November meeting.

****Treasurer Report – Nov-Dec:** The board was handed the following financial reports for November & December: Operating Budget Report, Balance Sheet, and Profit & Loss. Frankie gave a financial report. 1st Quarter budget is good. Audit for 19/20 will be completed soon. After they will start on 20/21 and they plan to have it be done by the spring/summer time.

- 1. Monthly Statements:** Jessica made a motion to approve the monthly statements for November 2021 & December 2021. Deb seconded. All in favor.
- 2. Approval of Bills:** The board would like to review the transactions report before approving the bills presented. Frankie will email them to the board.
- 3. Accountant Review:** Frankie handed out an accountant engagement letter. Jessica made a motion to approve the engagement letter. Deb seconded. All in favor. Nancy will sign the letter.

Frankie left after her report was given.

Library Director Report Nov/Dec & 2021 Yearend Report: Jaime handed out and reviewed the Nov/Dec Director Report and the 2021 Yearend Report. The library team set goals for the year and the goals were achieved and exceeded. \$8,354 in donations were raised for the building expansion.

Library Chair Report: Nancy gave the library report, Year to focus on expansion. Welcomed and thanked our new board member Lucinda Flook.

Historian Report: Colin not present.

****Policy Review:** Briefly discussed prior policy review split up amongst all the board members and current status. Lucinda is going to take over the policy review. Suggestion made to continue with each board member reviewing sections. Jessica will finish the section she is working on and work with Lucinda on taking over policy review.

Legislature Report: Jessica briefly reviewed the recent Idaho Governor Budget Report she reviewed along with Telehealth and libraries. ALA.org has information on how to advocate to your legislature, she will forward by email to the board for review.

Committee Reports

- A. Building Committee:** Committee has not met. Briefly discussed not expanding the existing building and instead build a library to meet the needs of the community next to the school where there is much more space. It might be cheaper to build new vs. adding onto the existing building. Also briefly discussed turning the library into an emergency evacuation site and fund the existing building expansion that way. Research on grants for this needs to be done.
- B. Fundraising Committee:** Committee has not met.

Old Business

- A. CIN Report:** Jaime reported nothing new to share about CIN November meeting. There was no December meeting.

New Business: No new business.

Kudos/Comments/Concerns

Adjourn: Deb made a motion to end the meeting. Lucinda seconded and Nancy ended the meeting at 4:16 P.M.

Next Meeting: February 8, 2022 3 P.M.

****Denotes action items**