



**Priest Lake Public Library  
Board of Trustees Regular Meeting  
Priest Lake Public Library Meeting Room  
Tuesday, April 12, 2022 @ 3:00 P.M.**

**Meeting Minutes**

**Call to Order:** Nancy called the meeting to order at 3:05 P.M. Present were Jaime Yob, Library Director; Board Members Jessica Rogers, Nancy Bushman and Lucinda Flook on the phone; Accountant Frankie Dunn.

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

**\*\*Approval of Prior Meeting Minutes:** Reviewed prior meeting minutes. Jessica made a motion to approve prior meeting minutes. Lucinda seconded. All in favor. Motion approved.

**\*\*Treasurer Report March:** Frankie gave a financial report. The board was handed & emailed the following financial reports for March: Operating Budget Report, Balance Sheet, Transaction List, Profit & Loss and a Comparative Profit & Loss. 6 months into the budget looks good. Money Market account was closed and all the money was moved to the checking account. The library will still have account analysis charges even with the Money Market account closed. US Bank accounts all have fees and there are fees to deposit. Jaime briefly discussed the idea of possibly switching banks to a bank that has no fees and one that is closer. US Bank no longer has a Priest River location. Jaime recommends we move all the money sitting in the checking account (Money Market money that was moved when the account was closed) to an account that is more secure, savings account? She will look into the handful of banks that are near. Jaime went over upcoming computer replacements for 2022-2023 budget, 7 total are up for replacement along with the 4 patron iPads. Suggestion made to use 2021-2022 budget for some of the replacements if budget allows as we get closer to the end of the budget. Also a suggestion was made to turn the board iPads, if they don't use them, into the patron iPad upgrade needed. Jessica is not using hers and gave to Jaime. Lucinda also said she doesn't use hers and will bring in. Nancy uses hers.

**A. Monthly Statements & B. Approval of Bills:** Jessica made a motion to approve March bills and monthly statements as presented. Lucinda seconded. All in favor. Motion approved.

**Library Director Report March 2022:** Jaime reviewed the March Director Report. Over 1500+ visitors this last month. Numbers increased in all areas. Library was approved for a \$500 STEM Summer grant and was also approved for two teen connection kits; Ukulele & Bookmaking. Summer patrons are starting to return and it's starting to get busy. PLE visits this last month were fun, each class completed a puzzle which are all hung in children's area. PBS sponsored the visits and also sponsored a Preschool storytime and sent a representative up to host it. Program attendance was up for the month. Library started a junior and young adult writers club which has been a big hit. Winter Reading Bookopoly program ended with one reader reading over 11,000 pages since the program started! Winter carpentry classes have been popular. Spokesman newspaper is leaving Priest Lake which a handful of patrons are upset about. Library started a subscription to New York Times to replace the Spokesman.

*Lucinda's call was lost around 3:32 P.M. Open Meeting Law Manual was reviewed. We could not reach Lucinda again and no longer had a quorum.*

**Library Chair Report:** Nancy presented. She talked to PLE school board chair and the principle about the idea of building a library next to the school. The topic was going to be put on April school board agenda but has now been changed to May school board meeting. The library can't buy the land next to the school because it has to be auctioned but they can long term lease it or trade. Nancy and Lucinda plan on attending the school board meeting when it is on the agenda to present the idea.

**Historian Report:** Colin not at the meeting.

**\*\*Policy Review:** Jaime gave a brief recap of recent events that lead the police to be called on a patron. The library followed the policy for disruptive patrons. The library policy does not have an incident report so one online was found and used. Copies of a couple different incident reports to consider adding into the policy were brought to the meeting but not handed out or discussed since no quorum. No actions taken and no action items discussed.

**Legislature Report:** Jessica reviewed House Bill 666. Libraries statewide do not agree with the censorship of this house bill. Jaime forwarded the board contact information if they would like to reach out to state representatives regarding this bill.

### **Committee Reports**

- A. Building Committee:** Briefly discussed current status under Library Chair Report.
- B. Fundraising Committee:** No discussion.

### **Old Business**

- A. CIN Report:** Jaime reviewed March CIN meeting. New business discussed at CIN meeting was House Bill 666 discussion and the need for libraries and board members to reach out to the Idaho Library Association on their thoughts of the bill and censorship. All board members prior to the meeting were emailed legislature contact information and House Bill 666 for review.

### **New Business**

- A. \*\*Set up Budget Hearing:** Jaime told board this was not a required action item. She set the budget hearing for August 9, 2022 at 3 P.M so that the county could be notified by the deadline of April 30<sup>th</sup>. Board can table topic and discuss at the next meeting.
- B. \*\*Audit Review:** No Quorum so no discussion by board members. Prior to the meeting Jaime forwarded audit to all board members for review. Jaime mentioned that the audit came back good, nothing concerning. Library is too small for internal control.

**Kudos/Comments/Concerns:** Jessica talked to a recommended attorney and he does not work with public groups and is not licensed in Idaho. He referred us to a different attorney and recommends an employment attorney and/or an attorney that specializes in public groups. Civil junction mentioned as a possible way to handle patron giving staff a hard time. Jaime has scheduled to have cameras installed once the snow is gone. If the library needs help with security wiring, a referral for an electrician was mentioned.

Tabled all action items the board was not able to get to until the next meeting.

**Adjourn:** Meeting ended at 4:25 P.M.

**Next Meeting: May 10, 2022 3 P.M.**

**\*\*Denotes action items**