



**Priest Lake Public Library
Board of Trustees Regular Meeting
Priest Lake Public Library Meeting Room
Tuesday, June 14, 2022 @ 3:00 P.M.**

Meeting Minutes

Call to Order Nancy called the meeting to order at 3:34 P.M. Present were Library Director, Jaime Yob; Board Members Jessica Rogers, Nancy Bushman, Deb Sudnikovich and Lucinda Flook; Accountant, Frankie Dunn.

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

****Approval of Prior Meeting Minutes** Jessica made a motion to approve the minutes with an addition of Director mentioning she worked 200 hours in March. Deb seconded. All in favor. Motion approved. Lucinda abstained from voting since she was not at the last meeting. She wanted it added to the minutes that she let all the board members know prior to the last meeting that she was not going to be at the May board meeting.

****Treasurer Report May** Frankie gave a financial report. The board was handed & emailed the following financial reports for May: Operating Budget Report, Balance Sheet, Transaction List, Profit & Loss, Comparative Profit & Loss, and Payroll Summary. Will be seeing increases in utilities prices. Library is ahead of budget and predicting will end ahead of budget. The board reviewed director expense report. Director will send her expense reports to Treasurer Deb and Chairperson Nancy for review before submitting to accountant. Mileage rate is going up to 62.5 cents/mile. Accountant & Deb can help with bank drop offs if needed. Quarter Audit was completed on the next day by board member Deb.

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

Accountant left the meeting around 4 P.M.

New Business

A. 2022-2023 Budget Review Director, Accountant and Treasurer all met prior to this meeting to review 2022-2023 budget. Nothing to pass out to the board for review. Treasurer briefly recapped the reviewed that was done. Persi will need to be further looked at. Discussed things to add and to delete. Updated budget will be brought to the next meeting.

Library Director Report May 2022 Director reviewed the May Director Report. The library continues to be busy with over 2000+ patrons coming in. Summer patrons are arriving. Increase in prior year numbers in circulation, holds and internet users. Program attendance last year was 88 and this year it was 252 patrons in library and 297 patrons outside of library. Library received a Summer Reading Program Book donation box from Scottish Rite Masons of Idaho. All the books will be handed out during the Summer Reading Program with a Scottish Rite Masons of Idaho bookmark. A suggestion was made to have a library sign somewhere south of Dickensheet to try and reach all those who don't know there is a library. Library patrons are performing a theater play in August, James and the Giant Peach. Auditions and practices have started and everyone is excited for the theater play. The library had a STEM Grant booth at the Coolin Spring Festival. The booth serviced 297 junior-young adult aged patrons and was a big hit. They raised \$47 for our Building Expansion Fundraiser. No new library card sign ups. Over 42 library volunteer hours put in for the month of May.

Library Chair Report Nancy and Deb attended the May school board meeting and presented to them the idea of moving the library next to the school. The school board asked for a proposal to review. Preliminary proposal Lucinda had completed has not been given to the school board yet. Deb let the school board know that the library was searching for an interest level before presenting the idea to the

community. They told them the library will be having a meeting for library patrons to give their opinion on what they want to see in a library expansion and present the possibility of moving the library. The land next to the school can't be sold without selling in an auction. There can be a land swap or a lease. Jessica handed out an Application form for patrons to complete if they are interested in helping with the building expansion project. There was a suggestion of making a patron steering committee to handle building expansion research. First step is to get 5+ volunteers that would like to help. Setting up a tentative community meeting for library building expansion public comments July 26th at PLE. Nancy will find out if PLE is available on that date. At this board meeting it was briefly discussed what to do with existing building.

Historian Report Lucinda is the new historian. Briefly reviewed what this report has entailed in the past. She mentioned a suggestion of having a monthly newsletter about prior month activities.

****Policy Review** Discussed at the annual meeting.

Legislature Report Jessica reported that House Bill 666 has had no action.

Old Business

- A. **CIN Report** Director reviewed May CIN meeting. CIN has an opportunity to have unlimited Freegal streaming while staying within the budgeted amount so motion passed to proceed. CIN reviewed and approved their annual budget. CIN meeting also discussed offering an option for online patron payments. This will be further discussed at their June meeting.

Committee Reports

- A. **Building Committee & Fundraising Committee** Discussed all the committee activity under Chair Report. Pushing forward and trying to recruit volunteers to help with expansion and set up a July community meeting night to discuss the expansion. At the Budget & Levy Training the Director heard about a possible Plant Facilities Fund that can possibly be used for a building expansion.

Kudos/Comments/Concerns

Adjourn Lucinda made a motion to adjourn the meeting at 4:58 P.M. Jessica seconded and the meeting was ended.

Next Meeting: July 12, 2022 3 P.M.

****Denotes action items**