

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

Meeting Minutes

Call to Order: Nancy called the meeting to order at 3:01 P.M. Present were Library Director, Jaime Yob; Board Members Jessica Rogers, Nancy Bushman, Deb Sudnikovich 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 (Regular & Annual Meeting):** Reviewed annual meeting minutes. Suggested changes; remove s on bookmarks under director report, remove *Nancy and* under library chair report, move sentence *At this board meeting it was briefly discussed what to do with existing building* to the end of paragraph. Jessica made a motion to approve the annual meeting minutes with suggested changes. Deb seconded. All in favor. Motion approved. Reviewed regular meeting minutes. Suggested changes; remove *an* before elected under meeting agenda. Deb made a motion to approve the annual meeting minutes with suggested change. Jessica seconded. All in favor. Motion approved.

****Treasurer Report June:** Frankie gave a financial report. The board was handed & emailed the following financial reports for June: Operating Budget Report, Balance Sheet, Transaction List, Profit & Loss, Comparative Profit & Loss, and Payroll Summary. Profit & Loss showed library down but that is because of expenses that spilled into this FY from prior FY. Director explained there are seven computers up for replacement this next FY. Director recommends the library replace them right now since there will be money left in this year's budget. Estimate to replace all was given. The board wants to wait until August meeting to review further.

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

New Business

A. **Attorney Retainer Interview: Had a conference call with two attorneys at Witherspoon Brajcich McPhee, PLLC at 3:30 P.M. TJ Burford and Brian Werst. The two attorney's introduced themselves and they each went over their law experience. They are in a team oriented attorney office and they represent other public agencies. All the questions the board had were answered. Call ended at 3:53 P.M. Discussed what the district would like in a firm they retain. Discussed costs of retaining this firm and budget allowance. Jessica made a motion to retain this law firm for general counsel. Deb seconded. All in favor. Motion approved. Nancy will contact the firm to have engagement letter sent over for review and completion.

B. ICFL Conference Call: Had a conference call with a Clay Ritter at ICfL (Idaho Commission for Libraries). The district has a concerned patron that recently sent the district a letter and also sent in a letter to the editor in The Beacon about potentially breaking statute 33-2707. Discussed with ICfL the past board meeting discussions surrounding our current building expansion project and the idea being presented to explore more about possibly building or moving the current building next to the school. To explore that idea more the board needed to meet with the local school district board to learn more and to see if that was even a possibility. The board meet with the school on May 18th about the potential idea. The current location that is being explored is within the library district. Reviewed statute 33-2707 with ICfL. The library district will not be changing the boundaries of the library district. Clay said if the district will be leasing land from another entity in the districts boundaries to make sure the

public knows about it and it's voted on at an open board meeting. The library district cannot use warrants to build, expand or purchase land. If the current building is sold all statutes have to be followed regarding getting rid of permanent assets. All questions were answered. There is no violations of statute 33-2707 that Clay can see, the statute only applies if the current district boundaries are being changed. Clay is not an attorney. Call ended at 4:10 P.M. The board reviewed the letter to the editor published in todays The Beacon by Rosemary Yocum. Jessica is going to create a response letter to the editor to be published in The Beacon. She will present the letter at a future board meeting for review.

Library Director Report June 2022: Director reviewed the June Director Report. The library continues to be busy with almost over 3000+ patrons coming in. Year record of 42 new library cards this month (last year was 33). Circulation is up, internet users is up, and program attendance was up 164 from prior year. LOTS of comments and complaints received this month regarding the library expansion and possible moving the library expansion project next to the school. Pecky Cox posted a question she keeps getting on Facebook about the library being sold. Since that day patrons have been asking daily how the library was sold and what is going to happen next. Handful of patrons have voiced that they would like their money back if the expansion is not going to happen at the current location. The library has gotten a lot of book barn donations so we are running a June-July Bag of Books Sale for \$5 and all proceeds are going towards the building expansion. 55 Bags of Books were sold in June. Our summer reading program launched this month and brought in 35 little patrons. We have been averaging 30-40 little patrons each week. Priest Lake Book Club gave the librarians a BIG basket of goodies and a very nice thank you card for their work done on a regular basis. Over 36 volunteer hours put in for the month of May!

Library Chair Report: Nancy reported the two recent board resignations, Collin Summers on July 3, 2022 and Lucinda Flook on July 2, 2022. Collin has personal issues and will possibly be moving out of the area and Lucinda had concerns about recent library gossip and conflict and does not want to open herself and husband up for a possible lawsuit over statute 33-2707. Nancy declared two Priest Lake Public Library District Board Trustee vacancies. Trustee Seat 3 term expires May 2025. Trustee Seat 4 term expires May 2027. The board has 60 days from today to name replacements for both which would be by September 10, 2022. The September board meeting is on September 13, 2022 so possible future special board meeting. The director will post a request for letters of interest for board members on the library website, Facebook page, publish in The Beacon and possibly have The Chamber mention in their weekly calendar sent out.

Historian Report: Lucinda is no longer on the board.

****Policy Review:** Nothing new to discuss.

Legislature Report: Legislation is currently not in session. Nothing new to report.

Old Business

A. CIN Report: Director reviewed highlights in June CIN meeting. Using PayPal as an option to pay fines has been a topic of discussion but everyone needs to participate and there are still a bunch of questions. Square, certified payments and Koha as a payment source were also mentioned. Topic will be on July agenda while additional research is completed. Mango contract renewal was discussed and it's possible it will not be renewed because of the decrease in use. Tabling to next month to further discuss. Should purchase suggestions in Koha be limited? The pros and cons were briefly discussed at the CIN meeting and this is another topic that will be tabled for July.

B. **2022-2023 Final Budget Review: Passed out and reviewed proposed budget. Made a couple adjustments. Set a Special Meeting up for July 15, 2022 at 2 P.M. to finalize the budget.

C. **Foregone Amount Resolution: Discussed forgone amount of \$1,164 and different

options to use it towards. Jessica made a motion to use the full forgone amount of \$1,164 towards technology equipment needing to be replaced. Deb seconded. All in favor. Final decision will be made at upcoming budget hearing in August.

Committee Reports

A. Building Committee & B. Fundraising Committee: The board would like to present their ideas to the community. A meeting at PLE for the community was originally set for July 26, 2022. There is currently only three board members and of the three only one is able to attend the community meeting on July 26th. A suggestion was made to postpone the meeting until the two board positions are filled and all five board members can be present at the meeting. The board will continue to try and get community involvement using the Expansion Committee Application created by Jessica. The application will be brought to the special board meeting on Friday for further review.

Kudos/Comments/Concerns

Adjourn: Jessica made a motion to adjourn the meeting at 5:20 P.M. Deb seconded and the meeting was ended.

Next Meeting: **Special Meeting July 15, 2022 2:00 P.M.**
August 9, 2022 3 P.M. Budget Hearing

****Denotes action items**