

**Priest Lake Library
Board of Trustees Regular Meeting
Priest Lake Library Meeting Room
Tuesday, September 12, 2023 @ 3:00 P.M.**

Meeting Minutes

Call to Order Deb called the meeting to order at 3:01 P.M. Present were Library Director-Jaime Yob; Board Members- Jessica Rogers, David Rogers, Deb Sudnikovich, Suzanne Duntley, Barbara Bencoter (joined after meeting started); Accountant Frankie Dunn. Quorum present.

****Approval of Agenda** Jessica made a motion to approve the agenda. David Seconded. Motion approved.

****Approval of Prior Meeting Minutes 8.8.23** Regular meetings minutes were handed out and reviewed. Suzanne made a motion to approve the meeting minutes as presented. David seconded. Motion approved.

****Treasurer Report Aug** Frankie gave a financial report. The board was handed & emailed the following financial reports for August: Operating Budget Report, Profit & Loss Prev Year Comparison, Balance Sheet, Transaction List and Profit & Loss. All questions answered. Reviewed new security system install estimate. Suzanne made a motion to have security install completed for a cap of \$2,500. David seconded. Motion approved. Discussed down trees and branch/brush cleanup surrounding the library and an estimate received. Suggestion made to look into a Fuel Reduction Act and see if grant funding is available. Quarterly audit completed by a board trustee.

1. **Monthly Statements & 2. Approval of Bills** Jessica made a motion to approve August bills and monthly statements as presented. Suzanne seconded. Motion approved.

Frankie left the meeting around 3:24 P.M.

Library Director Report August Director reviewed the August Director Report and answered all questions. Summer Reading program ended with 83 participates. Lots of patrons working remotely & reserving conference room, continued lack of areas to put patrons where they can have privacy. Local author gala for 4 authors brought in 35 patrons. Library website got a 5 star review. \$500 building expansion donation received and a total of over \$1,320 in donations raised from June-August 😊

Barbara Bencoter joined the meeting around 3:32 P.M.

Library Chair Report Deb presented the library chair report. Discussion about the Idaho Library Trustee Manual. All board members should be familiar with this manual and she recommends training.

Historian Report Barbara had nothing to share.

Legislature Report Jessica had nothing to share.

Committee Reports

- A. **Building Committee** Committee has not met. Recommendation to continue to look at other building locations.

2023 Facilities Funds for Idaho Libraries Grant was not received. Director reviewed IcFLs decision letter.

- B. **Fundraising Committee** Committee has not met. Patron wants to donate a boat if the library does an auction. Idea for a golf tournament fundraiser, fashion show fundraiser, both successful in our community with other organizations. If there was a Friends of the Library they could help with fundraising events.

****Policy Review** Director handed out *Policy #20 Grants* for review and discussion. No updates needed.

Old Business

- A. **CIN Report** Director reviewed recent CIN meeting highlights.

Kudos/Comments/Concerns Trustee Duntley will be moving out of the district soon if her house sale is completed. Reviewed Idaho Library Laws 33-2716 and possible trustee vacancy.

Adjourn Jessica made a motion to adjourn the meeting at 4:44 P.M. Barb seconded and the meeting was ended.

Next Meeting: October 10 , 2023 3 P.M. Regular Meeting

****Denotes action items**