


**Priest Lake Library
Board of Trustees Regular Meeting
Priest Lake Library Meeting Room
Tuesday, February 13, 2024 @ 3:00 P.M.**

Meeting Minutes

Call to Order Meeting called to order at 3:08 P.M. by Trustee Deb Sudnikovich. Present were Library Director-Jaime Yob; Board Trustee Members- David Rogers; Barbara Bencotter; Jessica Rogers. Accountant- Frankie Dunn. On the phone Board Trustee Laura Hall. Quorum present.

****Approval of Agenda** Motion by Trustee Jessica: move to approve the agenda. Seconded by Trustee David. Motion approved.

****Approval of Prior Regular Meeting Minutes 1.9.24** Meeting minutes handed out, emailed and reviewed. All questions answered. Discussion. Motion by Trustee Jessica: move to approve the meeting minutes with correction *Deb Sudnikovich coming to the meeting listed at the end of Call to Order*. Seconded by Trustee Barb. Motion approved. Minutes will be updated.

****Treasurer Report Jan** Frankie gave a financial report. The board was handed & emailed the following financial reports for Jan: Operating Budget Report, Profit & Loss Prev Year Comparison, Balance Sheet, Transaction List, Payroll Summaries, Profit & Loss. All questions answered.

1. **Monthly Statements & 2. Approval of Bills** Motion by Trustee David: move to approve January bills and monthly statements as presented. Seconded by Trustee Barb. Motion approved.

Library Director Report January Director reviewed the January Director Report. Busy month. K/1/2 PLE visit was canceled due to weather shutdowns. 70 free dental kits received from Delta Dental to give all PLE kids to include Preschool and 20 for the laundromat reading center and a program. Also received 4 free books. 7 days of above average internet usage. Starting to get ready for Summer Reading program *Adventure Begins in Your Library*. Reptile traveler Scott Peterson is coming to Northern Idaho for a couple library stops and we were invited to participate.

Library Chair Report Deb went over grant writing contract that was signed and five different grants presented. Three of the five would be worth pursuing. One is due next week. Deb and Director will discuss the three with the grant writer.

Frankie left around 3:50 P.M.

Historian Report Barb had nothing new to report.

Legislature Report Jessica reviewed current bills in the House and Senate and the changes they could have on the library if they are passed. House Bill 384 and Senate Bill 1289. Bill 384 is not likely to pass, ILA supports Bill 1289 and might pass. If either of these pass, the library policy will need to adopt policy adjustments.

Committee Reports

- A. **Building Committee & B. Fundraising Committee** Neither committee met. Deb has been working on contract with grant writer to find BE grants. Discussed a community get together in summer to relight the building expansion torch and discussed putting together smaller projects/goals that are easier to achieve leading up to the end goal of an expansion.

****Policy Review** Director handed out updated grant writing policy to replace in trustee binders. Full Policy review continues, briefly went over what hasn't been reviewed yet in an open meeting.

Old Business

- A. **CIN Report** Director gave CIN report for January meeting. CIN taking donations for OverDrive. CIN Library of Things waiver was discussed and tabled for future talk, discussed challenges & hurdles before can move forward. Went over estimated Aspen costs and benefits they can provide to KOHA. Topic was tabled for a future meeting, presentation being set up and adjustments to the estimate being done based on each libraries biometrics.

New Business

- A. **** Executive Session 74-206(1) b. Director Yearly Review** Motion by Trustee Jessica: move to go into Executive Session 74-206(1) b for Director Yearly Review. Seconded by Trustee David. Trustee Jessica voted Yes, Trustee David voted Yes, Trustee Barb voted Yes, Trustee Laura voted Yes. Trustee Deb voted Yes. Motion approved. Board went into Executive Session at 4:33 P.M. with Director. Board and Director came out of Executive Session at 5:42 P.M. Motion by Trustee Jessica: move to give Director a 3% base wage raise starting March 1st. There was additional discussion. Trustee David proposed in addition to the motion presented, a 2% one-time merit reward because the base wage raise only accounts for cost of living raise for this year. Motion by Trustee David: move to give Director a 3% base wage raise and a one-time merit award of \$500 effective with the March 1st pay period. Seconded by Trustee Jessica. Motion approved.

Kudos/Comments/Concerns

Adjourn Motion by Trustee Jessica: move to end the meeting. Seconded by Trustee Barb. Motion approved and meeting ended at 5:55 P.M.

Next Meeting: March 12, 2024 3 P.M. Regular Meeting

****Denotes action items**