

PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes
August 25, 2020

The meeting was called to order at 9:30 AM by board Vice-Chair Mike Wasko. Also in attendance were board members Patty Kries, Jeanne Wasko and Leonard Van Dyke, library staff member Lisa Puckett, and board Clerk Michael Priest. Board Chair Jan Grueter was excused. This meeting was conducted on site at the Lapwai Community Library/District Office with most attendees connecting via conference call.

RECOGNITION OF VISITORS – none.

REVIEW

- Agenda – no changes.
- Correspondence – none.
- Valnet meeting – Valnet is looking forward to sharing materials again as a consortium. However, safety measures involving the quarantining and cleaning of materials must be agreed by all members. Guidelines are in development.

APPROVAL OF MINUTES

Jeanne moved that the minutes of the July 28, August 3 and August 6, 2020 meetings be approved; Leonard seconded. Motion passed.

STATEMENT OF EXPENSE / FINANCIAL REPORTS

Patty moved and Leonard seconded to approve August's Statement of Expense in the amount of \$52,463.31. The Profit and Loss statement for August was approved on Jeanne's motion, seconded by Patty. Both motions passed.

The P1FCU bank statement for August was reviewed.

LIBRARY & STAFF REPORTS

Branches supplied additional information on recent and upcoming news and events. Branches detailed their latest activities and online programs as the Summer Reading Program winds down.

UNFINISHED BUSINESS

Budget hearing - The budget hearing notice was published in the August 7 edition of the Lewiston Tribune; no one from the public attended.

Approval of FY 2020-21 budget – At the conclusion of the budget hearing, Patty moved to accept the district's FY 2020-21 budget in the amount of \$737,704; Leonard seconded. Motion passed.

City of Kamiah contract and MOU – The new contract was on the agenda of the August 12 City Council meeting as an item to discuss and vote upon. However, Michael has not received any word on the outcome. He will follow up with the City.

COVID-19 and staffing measures – Recent COVID-19 related situations at Lapwai resulted in lost work hours for some staff. Jeanne moved to pay staff their regularly scheduled hours for that period. It is additionally requested that Michael and Lisa develop a procedure for this moving forward to present at the September 29 meeting; Patty seconded. Motion passed.

Executive session involving a personnel matter, pursuant to Idaho Code 74-206(1)(b) - At 10:15 AM, Leonard moved and Patty seconded to go into executive session to discuss a district personnel matter. Motion passed. Jeanne moved to exit the executive session at 10:40 AM; Leonard seconded. Motion passed.

NEW BUSINESS

Election of officers – The current officers are Jan as Chair, Mike as Vice-Chair and Patty as Treasurer. Jeanne moved for the board to retain the same slate of officers; Patty seconded. Motion passed.

Pay issues – Michael presented a stipend for PPE equipment purchased by staff as well as suggested staff bonuses. Jeanne moved and Leonard seconded that both be paid to staff in the September pay period. Motion passed.

Executive session to review job applicants, pursuant to Idaho Code 74-206(1)(a) – At 11:10 AM, Jeanne moved and Leonard seconded to go into executive session pursuant to Idaho Code 74-206(1)(a) to review job applicants for the library director position. Motion passed. Jeanne moved to exit the executive session at 11:30 AM; Leonard seconded. Motion passed.

NEXT MEETING Wednesday, September 2, 2020 at 9:00 AM via conference call.

ADJOURNMENT Meeting adjourned at 11:32 PM

Respectfully submitted,
Michael Priest, Clerk of the Board

Approved: