

PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes
August 27, 2019

The meeting was called to order at 9:40 AM by board Vice-Chair Mike Wasko, immediately following the FY 2019-20 Budget Hearing. 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 and Mike was acting chair in her absence.

RECOGNITION OF VISITORS – Mike MacDowell from Troy Insurance arrived at 10:00 AM to give a review of options for FY 2019-20 employee health care benefits.

REVIEW

- Agenda – The oath of office for Jeanne, Mike and Leonard was moved to follow the review of the agenda.
- Correspondence – All board members were invited by the Craigmont Friends to attend the open house at the library on Friday, September 13. The event is being arranged to welcome everyone into the new location and show appreciation to all the people who made the move possible.
- Valnet meeting – There was no Valnet directors meeting in August. The next meeting on September 10 will be followed by an INLG meeting between Valnet and CIN members in Potlatch.

APPROVAL OF MINUTES

Jeanne moved that the minutes of the July 30, 2019 meeting be approved; Leonard seconded. Motion passed.

STATEMENT OF EXPENSE / FINANCIAL REPORTS

Patty moved and Leonard seconded to approve August's Statement of Expense for \$46,681.06. The Profit and Loss statement for August was approved on Jeanne's motion, seconded by Leonard. Both motions passed.

The P1FCU bank statement was reviewed.

LIBRARY & STAFF REPORTS

Local newspapers with library news were made available during the meeting. Most branches supplied additional information on recent and upcoming news and events.

UNFINISHED BUSINESS

Budget hearing / public hearing to use forgone amount – The budget was published in the August 13 edition of the Lewiston Tribune. The budget hearing and public hearing to use forgone amount were held prior to the board meeting; no one from the public attended.

Oath of office – Administered by Patty, Jeanne, Mike and Leonard took the oath of office for their new terms as trustees. Jeanne and Mike are each on 6-year terms from 2019-2025. Leonard is filling a vacancy with a term that expires in 2021.

Approval of FY 2019-20 budget – The FY 2019-20 budget for \$717,265 was approved unanimously on Leonard's motion, seconded by Jeanne.

Election of officers – Current officers will keep their same positions for another year, by unanimous vote on a motion by Jeanne, seconded by Leonard. Chair – Jan Grueter; Vice-Chair – Mike Wasko; Treasurer – Patty Kries.

E-Rate 2019-2020 – The district received confirmation that USAC has approved Category 1 funding for internet service in FY 2019-20 for \$11,880 (90% of the total cost). This concludes the E-Rate funding application process for the year.

Mobile Wi-Fi Hotspots – Lisa and Michael received word from ICfL that the hotspots would be impacted by the public library Wi-Fi filtering requirements recently passed by Idaho Legislature that will go into effect on July 1, 2020. The intention of the law is to protect patrons under the age of 18 from viewing and engaging with harmful content when using library Wi-Fi services. Since Inland Cellular does not offer filtering on hotspots, the only way to proceed is by checking out the hotspots to adult patrons. The district is moving forward with this restriction in place.

NEW BUSINESS

Review of FY 2019-20 employee health care benefits – Mike MacDowell presented various providers and plans for the district to consider. The trustees narrowed down the options to two possible plans with Blue Cross of Idaho. Michael will follow up with staff to see which of the two plans best meets their needs. A special board meeting may need to be called before the regular meeting on September 24 for trustees to vote on the matter.

Pay issues – Jeanne moved and Leonard seconded to approve staff bonuses to be paid in the September pay period. Motion passed.

Personnel matter – At 11:10 AM, Patty moved and Jeanne seconded to go into executive session pursuant to Idaho Code 74-206(1)(b) to discuss a district personnel matter. Motion passed. Patty moved and Leonard seconded to exit the executive session at 11:35 AM. Motion passed.

Library policy review: Exhibits, Displays & Community Notice Board Policy – The trustees reviewed a policy draft that covers the district's requirements for public exhibits/displays and posting on the community notice boards. Patty moved to accept the Exhibits, Displays & Community Notice Board Policy; Jeanne seconded. Motion passed. The policy will be posted on the district website's "About PRLD" page.

NEXT MEETING Tuesday, September 9, 2019, 11:00 AM via conference call between Kamiah, Lapwai and Nezperce libraries

ADJOURNMENT Meeting adjourned at 11:50 AM

Respectfully submitted,
Michael Priest, Clerk of the Board

Approved: September 24, 2019