

PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes
July 27, 2021

The meeting was called to order at 1:15 PM by Board Chair Jan Grueter. Also, in attendance were board members Patty Kries, Mike Wasko, Jeanne Wasko, Dawn Stryhas, board clerk Lisa Puckett and Operations Manager Terra Baldus. This meeting was conducted on site at the Lapwai Community Library/District Office.

RECOGNITION OF VISITORS –Lori Williams, Mike Mac Dowell (during budget workshop held prior to meeting)

REVIEW

- Agenda – no additions made
- Correspondence –1) Donation letter from patron in memory of Jean Carrol and in recognition of Kooskia branch manager Dena Puderbaugh’s dedication to the library. 2) Resignation letter from trustee Patty Kries.
- Valnet meeting – Directors did not meet in July. Next meeting is Aug. 3rd in person at Colter Creek Tasting Room in Moscow.
- Director’s report –
 - The ARPA grant application was funded by ICfL for \$148,000. The funds will be used to purchase and design a transit van for use as a mobile library. Funds also cover additional hours and benefits for one staff member to do library outreach programs.
 - Plans are underway for an in-person staff training day on Sept. 15th.

APPROVAL OF MINUTES

Patty moved the minutes of the June 29, 2021 meeting be approved; Dawn seconded. Motion passed.

STATEMENT OF EXPENSE / FINANCIAL REPORTS

After review of the printed copy Mike moved and Patty seconded to approve the July 2021 Statement of Expense in the amount of \$42,639.37. Motion passed

The Profit and Loss statement for July 2021 was reviewed and approved on Jeanne’s motion, seconded by Dawn. Motion passed.

The P1FCU bank statement for June 2021 was reviewed.

CD held by P1FCU will mature on Aug. 2, 2021. Lisa will check renewal terms before rolling funds into a new CD.

LIBRARY STATISTICS REPORTS

Year to date statistics were printed and reviewed by trustees. Attendance stats at many branches are beginning to get close to pre-covid numbers. State library has introduced a new matrix for collecting programing statistics. The new format was introduced too far into the current FY to be fully implemented. Forms have been introduced to staff to begin the transition to the new collection method. ICfL realizes that it can take another full year before everyone is able to capture the new statistics. The purpose is to be able to show legislators and partners the wide variety of ways libraries are reaching their patrons. There is also an added emphasis on collecting early literacy numbers.

LIBRARY & STAFF REPORTS

The branches shared news of their recent activities. Printed copies of the reports were sent to trustees.

Branch news highlights include:

Craigmont Summer Reading programs had 30-35 participants at each session. Friends of the Library have purchased educational and fun games for the library. There has been a marked increase in youth participation at the library.

Culdesac Summer reading has wrapped up. Due to heat and smoke the wrap up program had to be cancelled.

Kamiah Two Little Free Libraries have now been installed in the Kamiah area. Additional libraries will be ordered. April was invited to lead Teen Book Club at Upriver Youth Leadership Council. All teens are welcome to join.

Lapwai Summer Reading programs have wrapped up for the season. New sub has been training with Julie.

Nezperce Summer Reading story times have begun in the park. Sessions are being led by library volunteers. Newly purchased outdoor recreation kits have been popular checkouts.

Peck Summer Reading programs have wrapped up. Patron visits remain high during the hot days of summer.

Winchester Cardboard build has been a big hit. Storytime & Toddler time programs are growing.

BUSINESS

ICfL grant updates – Terra reported PRLD was awarded a grant of \$148,000 in federal American Rescue Plan Act (ARPA) funding, which was granted through the Institute of Museum and Library Services and the Idaho Commission for Libraries. Funds will allow for the purchase a vehicle to be used as a mobile library unit to deliver library services in underserved areas of the district. Funds also reimburse the cost of additional hours and benefits for a district outreach coordinator.

PRLD has been approved for \$16,000 Overdrive purchasing funds grant. Funds are granted through IMLS and ICfL. A credit to the Valnet Overdrive account will be combined with funds received by consortium partner for a total of \$36,000.

Health Insurance review-During the budget workshop preceding the board meeting Mike MacDowell from Troy Insurance presented various options for Health Insurance plans for the next fiscal year that begins on Oct. 1, 2021. After reviewing the options Jeanne moved and Dawn seconded to switch the district's medical insurance to Regence Gold 1500 plan; motion passed. This provides good coverage for less money. Lisa will coordinate with Troy Insurance. New forms need to be submitted by September 1.

NEXT MEETING Wednesday, August 25, 2021 Budget hearing begins at 9:30am with regular meeting following hearing completion. Hearing and meeting will be at Library Headquarters in Lapwai.

ADJOURNMENT Meeting adjourned at 2:30pm.

Respectfully submitted,
Lisa Puckett, Clerk of the Board

Approved: August 25, 2021