

PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes
July 28, 2020

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

RECOGNITION OF VISITORS – Mike MacDowell, Troy Insurance.

REVIEW

- Agenda – no changes.
- Correspondence – none.
- Valnet meeting – The Valnet Board of Directors meeting was not held in July.

APPROVAL OF MINUTES

Mike moved that the minutes of the June 30, 2020 meeting be approved; Leonard seconded. Motion passed.

STATEMENT OF EXPENSE / FINANCIAL REPORTS

Patty moved and Leonard seconded to approve July's Statement of Expense in the amount of \$40,668.99. The Profit and Loss statement for July was approved on Mike's motion, seconded by Patty. Both motions passed.

The P1FCU bank statement for July was reviewed.

STATISTICAL REPORTS

Statistics from the third quarter of FY 2019-20 (April-June) were briefly reviewed. There was little to share from April and May aside from digital access statistics since locations were closed due to COVID-19. There was more activity in June as locations re-opened and added services in stages.

LIBRARY & STAFF REPORTS

Most branches supplied additional information on recent and upcoming news and events. Branches detailed their Summer Reading Program activities and online programs.

UNFINISHED BUSINESS

City of Kamiah contract and MOU – The trustees reviewed the updated draft contract provided by Kamiah's City Attorney Dan Chadwick on July 5. The board suggested several edits to further clarify responsibilities. The contents of the contract discussed and changed included; interior painting, setting open hours, the formation of the Friends group, and the representatives to attend the annual meeting between both parties. Mike moved that the updated draft contract be returned to Dan Chadwick for the City to review; Leonard seconded. Motion passed.

PRLD re-opening plan – The board reviewed the re-opening plan and agreed on some adjustments. The plan should more closely mirror Gov. Little's Idaho Rebounds plan, with corresponding stages and services. The plan should also be simplified to three service models: curbside pickup services, curbside pickup services and computer access by appointment, and limited library access. Lastly, limited library access should no longer be offered by appointment. Jeanne drafted a document outlining the board's reasoning behind the changes, which was adopted by the trustees

as a whole. Jeanne moved to have Michael update the plan and present it to staff along with the supporting document; Mike seconded. Motion passed.

NEW BUSINESS

Health insurance review – Mike MacDowell of Troy Insurance presented employees health insurance options for FY 2020-21. Mike's recommendation was that the district remain on the Blue Cross of Idaho Gold 1500 plan. After reviewing the other options available, the board agreed. Jeanne moved for the district to remain with Blue Cross of Idaho's Gold 1500 plan for FY 2020-21; Mike seconded. Motion passed.

E-rate 2020-21 – Michael shared that the district's E-rate applications were approved for FY 2020-21. Category 1 funding remained at the same 90% rate, which represents \$11,880.00 in savings. Category 2 funding decreased slightly due to First Step Internet's maintenance fee now being funded at a lower rate of 75%. The total for Category 2 funding is \$4,366.62.

Executive session pursuant to Idaho Code 74-206(1)(b) – At 11:00 AM, Jeanne moved and Leonard seconded to go into executive session pursuant to Idaho Code 74-206(1)(b) to discuss a district personnel matter. Motion passed. Patty moved to exit the executive session at 11:30 AM; Leonard seconded. Motion passed.

NEXT MEETING Tuesday, August 3, 2020 via conference call.

ADJOURNMENT Meeting adjourned at 12:00 PM

Respectfully submitted,
Michael Priest, Clerk of the Board

Approved: August 25, 2020