

# PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes  
May 25, 2021

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The meeting was called to order at 9:30 AM by Board Chair Jan Grueter. Also, in attendance were board members Mike Wasko, Jeanne Wasko and Leonard Van Dyke, board clerk Lisa Puckett and Operations Manager Terra Baldus. Patty Kries was unavailable to attend. This meeting was conducted on site at the Lapwai Community Library/District Office with visitors connecting via Zoom conference call.

RECOGNITION OF VISITORS – Dawn Stryhas, April Blankenship and TJ Breeze

## REVIEW

- Agenda – no additions made
- Correspondence – none
- Valnet meeting – Directors are still considering joining the IDEA program. Talks have begun to standardize check out and renewal periods on the most common items shared by Valnet partners. The Circulation group worked together to draw up a list of recommended checkout times to be presented to the Valnet Directors at the June 8<sup>th</sup> meeting.
- Director's report –
  - CARES Act mini grants final reports have been submitted to ICfL
  - Terra & Lisa visited all branches May 12<sup>th</sup>
  - Governor Little has moved Idaho to Stage 4 of the reopening plan. CDC has relaxed guidelines for masks for fully vaccinated people.
  - ICfL is updating the Idaho State Public Library statistics to include tracking and reporting a wider variety of library programming. New forms are being developed to capture the required statistics.
  - ICfL is accepting applications for one-time grants to distribute one million dollars in ARPA funds to libraries in Idaho. Ideas for funding requests from staff and trustees include library lockers, Sprinter van, Library book bicycle or other outreach vehicle.
  - Virtual reality books and inexpensive smart phones have been ordered for use at each branch.

## APPROVAL OF MINUTES

Jeanne moved the minutes of the April 27, 2021 regular meeting be approved; Leonard seconded. Motion passed. Minutes of April 27, 2021 Executive Session need corrected. Will be re-sent to trustees.

## STATEMENT OF EXPENSE / FINANCIAL REPORTS

After review of the printed copy Leonard moved and Mike seconded to approve the May 2021 Statement of Expense in the amount of \$48,891.79. Motion passed

The Profit and Loss statement for May 2021 was reviewed and approved on Jeanne's motion, seconded by Leonard. Motion passed.

The P1FCU bank statement for April 2021 was reviewed.

Lisa reported information has been sent out by the Idaho County Assessor's office that new legislation will be affecting how the FY 21-22 property taxes will be calculated. The Idaho Tax Commission is working to apply the changes related to HB 389. Guidance notes were provided to counties. Assessors will be working to help all taxing district personnel navigate the changes.

## 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** will be showing movies in the park thanks to the purchase of an outdoor projector and speakers by the Chamber of Commerce.

**Culdesac** School library partnership is wrapping up for the summer. The final program included books about bugs followed by bug tasting. Preschool class and parents enjoyed a pizza party in the park.

**Kamiah** continues to partner with PBS to deliver Storytime in a Box to the local Headstart program. Summer reading promotional flyers were sent to the school. A final community meeting to plan for Little Free Libraries is scheduled for June 15<sup>th</sup> in the city park.

**Kooskia** will begin sharing weekly programs at the Kooskia Farmers Market the first week of June.

**Lapwai** has two volunteers who have been helping Julie prepare weekly take and make packets, shelve books and plan future STEM programs.

**Nezperce** Libraries Transforming Communities grant is in full swing. Several items have been purchased to create baby/toddler learning kits, outdoor game kits. A day trip for a nature hike at Winchester State Park is being planned for June 17<sup>th</sup>. The Nezperce School District will be renting a bus to the library to transport participants to the park.

**Peck** the school students have been practicing their interviewing skills on the Peck mayor. They will be interviewing community members to learn more about their community. They will be documenting what they learn in film and written story and submitting it to a magazine featuring students sharing their communities.

**Winchester** has purchased supplies for outdoor activities including seed starting in a portable greenhouse, yoga and messy art projects. Funding is from an ICfL Best Practices grant.

## BUSINESS

Trustee Vacancy – Leonard will submit a letter of resignation to clarify his final day as a trustee.

Annual meeting date – Jeanne moved and Leonard seconded to designate the regularly scheduled October meeting each year as the District's Annual meeting day. Motion passed.

Covid re-opening plan update – Jeanne moved and Leonard seconded to update the re-opening plan to replace the Stage 3 Stay Healthy Order language with Stage 4 Stay Health Order language and to replace masking requirements with a strong recommendation to wear masks in the library. Motion passed.

ICfL grant opportunities: Three different grant opportunities utilizing the \$2.4 million ARPA funds received by ICfL will be available in the coming weeks. The Keeping Students Learning and Adults Earning grant is open for applications until June 15<sup>th</sup>. These are large one-time grants that will be awarded by mid-July. The trustees voiced a preference to apply for funding to purchase a Sprinter van to be used for outreach in underserved areas of the district. Emerging Connectivity grants will be opening soon for applications. Funds could be used for additional hotspots, iPad pros for staff use, standard iPads for patron use or other ways to accommodate better connectivity. The third grant will award \$2000 per library facility for additional Overdrive purchases.

Trustee Connections virtual conference: Lisa registered Jan, Mike & Jeanne and Patty for the conference. Email confirmations should have been sent to each registrant. Trustees were asked to check their emails and verify with Lisa whether they received a confirmation.

NEXT MEETING Tuesday, June 29, 2021 at 9:30am at Library Headquarters in Lapwai and via conference call if necessary.

ADJOURNMENT Meeting adjourned at 12.10pm.

Respectfully submitted,  
Lisa Puckett, Clerk of the Board

Approved: June 29, 2021