

# PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes  
May 26, 2020

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The meeting was called to order at 9:37 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 via conference call.

RECOGNITION OF VISITORS – District resident Jan Byers-Kirsch and library staff members TJ Breeze and April Blankenship joined the meeting.

## REVIEW

- Agenda – no changes.
- Correspondence – none.
- Valnet meeting – Each Valnet member is re-opening to their own timeline yet coordinating with the other libraries as much as possible. It was decided that the couriers could come back on an “as needed” basis while following a set of safety protocols.

## APPROVAL OF MINUTES

Leonard moved that the minutes of the April 28, 2020 meeting be approved; Mike seconded. Motion passed.

## STATEMENT OF EXPENSE / FINANCIAL REPORTS

Patty moved and Leonard seconded to approve May’s Statement of Expense in the amount of \$44,337.53. The Profit and Loss statement for May was approved on Jeanne’s motion, seconded by Patty. Both motions passed. As was done in previous months, Lisa will again sign the checks for May in the interest of practicing social distancing.

The P1FCU bank statement for May was reviewed.

## LIBRARY & STAFF REPORTS

Kooskia Library has posted a set of outdoor story times at popular recreation sits on social media, assisted by Kamiah Library. Lapwai Library is also posting story times on social media. Winchester Library has added a bench at front of the library and had some exterior maintenance and gardening. The Friends Group has plans to landscape the exterior of the library for an outdoor programming space. Nezperce Library is collaborating with Nezperce School to get Summer Reading Program packets directly to students before the summer break.

## UNFINISHED BUSINESS

City of Kamiah contract and MOU – The district has received no response to the letter sent to the City outlining the need for an in-person meeting to continue negotiations. It was agreed that Michael would contact the City to arrange a meeting for late June.

COVID-19 and staffing measures – No changes were made to the district’s staffing measures during library closures established at the March meeting.

## NEW BUSINESS

PRLD re-opening plan – Michael presented the latest re-opening plan up to the week of June 1. The district is currently offering limited curbside pickup hours at all locations. All PRLD books, DVDs and audiobook CDs are

available to patrons and the district is taking returns again. The courier is doing delivery between branches two times a week. From June 1, the district hopes to offer limited computer use to patrons by appointment. Next steps were discussed in reference to Governor Little's Idaho Rebounds plan. Opening branches back up to limited patron browsing and checkout will be developed.

Summer Reading Program update – Michael shared the Summer Reading Program activity log that the district is adopting for all branches. Libraries will work on sharing these individually and as part of take-home packets for patrons. Most libraries are proceeding with a range of packets that include activities patrons can do at home. Programming will most likely be limited to outdoor events where social distancing can be easier accommodated.

Library policy review: Coe of Conduct Policy – The trustees reviewed a new section for the policy with temporary guidelines for social distancing once branches re-open to the public. Measures include not entering the library in the when showing symptoms of illness, wearing face coverings when inside, and maintaining a distance of 6 feet from staff and other patrons. Leonard moved to accept the policy with this amendment; Patty seconded. Motion passed.

NEXT MEETING Tuesday, June 30, 2020, 9:30 AM via conference call

ADJOURNMENT Meeting adjourned at 10:47 AM

Respectfully submitted,  
Michael Priest, Clerk of the Board

Approved: June 30, 2020