

PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes

April 24, 2017

The meeting was called to order at 9:30 AM by Chair Jan Grueter. Also in attendance were board members Bev Kayler, Patty Kries, Bert Henriksen, Mike Wasco and Director/Clerk of the Board Lisa Curnutt.

Recognition of Visitors Jeanne Wasco, Nezperce.

Review

- Agenda – No additions or amendments to the agenda were made.
- Correspondence – None
- VALNet meeting – no meeting minutes were available from the April 26 meeting.

Approval of minutes – Mike moved that minutes of the March 27, 2017, meeting be approved; Bev seconded. Motion passed.

Statement of Expense / Financial reports –

April's Statement of Expense for \$34,199.77, was approved on Mike's motion seconded by Patty. April's Profit and Loss statement was approved on Bev's motion seconded by Mike.

Copies of the monthly bank statements were reviewed. The last of the Wells Fargo credit card bills has been paid; Lisa will close the account. One check remains outstanding on the checking account before that account can be closed as well.

Library Reports

Quarterly statistical reports on circulation, attendance, computer use, incoming and outgoing items were reviewed.

Tamera started on April 12; training is ongoing. Cindy S. helped with Kamiah story time April 19 ahead of her scheduled start date.

Kooskia shelves and furniture project – Lisa has been in contact with Cindy T., Correctional Industries, to summarize the order for the new shelves. An estimate for purchase and delivery of new tables and chairs, not yet ordered, is approximately \$2,126. That, along with the district's half of the shelves of \$1,120, the other half being paid by the Kooskia Friends, totals \$3246 for the project.

Lisa C. attended ICfL's Meet & Greet for new and newer library directors in Boise on May 11. Travel and meal expenses are paid directly to attendees by ICfL.

Newspapers and emails relating to promoting and publicizing branch events were made available at the meeting, and various branch activities were discussed.

The next staff meeting will be at Kamiah on June 12.

Unfinished Business

Lisa C. confirmed that the budget hearing is set for Tuesday, August 29 at 9:30, with the regular business meeting immediately following.

E-rate status – Two 471 forms are being filed for the 17-18 FY, one for regular internet service (Category 1), another for managed broadband service (Category 2). The Category 1 form has been submitted and certified; the other is due by May 11.

The trustees were able to see the TV, A/V cart & webcam that have been set up as part of the Nimiipu Health grant. Don S., with One Vision Solutions is working on the setting up network connections; training will be provided when similar equipment in various other locations is set up. The equipment will be kept at the Lapwai branch for at least two years as dictated by the grant terms. Future plans have not been determined, but it would be difficult to relocate.

Trustee training – The Short Takes for Trustees series has been renewed by ICfL so it will be available beyond June 2017. After the business meeting we watched two: *Evaluating the Library Director* and *Strategic Planning*.

Trustee Connections workshop - 30 seats are available for ICfL's *Trustee Connections* session in Coeur d'Alene on Monday, August 7, 10a-4p, at the Coeur d'Alene Public Library, 702 E Front Ave, Coeur d'Alene. Registration is open until June 15. More information and registration can be found at http://libraries.idaho.gov/trustee_connections. Mike and Jan plan to attend; the other trustees will decide later.

New Business

Copies of Jan Wall's emails summarizing library-related legislative updates were provided to the trustees.

The district has purchased Kiwanis radio ads for \$25 each, grouping branches geographically into three separate ads that will run on May 13. April has done all the coordinating.

Next Meeting

The next regular meeting will be at the Lapwai Library at 9:30 AM on **Tuesday, May 30, 2017**.

Adjournment

Meeting adjourned at around 11:30 a.m.

Respectfully submitted,
Lisa Curnutt, Clerk of the Board