

PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes

August 29, 2017

The meeting was called to order at 9:45 AM by Chair Jan Grueter immediately following the 2017-18 budget hearing. Also in attendance were board members Bev Kayler, Patty Kries, Mike Wasko and Director/Clerk of the Board Lisa Curnutt. All extended happy birthday greetings to Jan.

RECOGNITION OF VISITORS – Joslyn Wasko, Clarkston.

REVIEW

- Agenda – No changes.
- Correspondence – The board received a thank you letter from Dena Puderbaugh, KOO branch manager.
- VALNet meeting – No minutes from the August 8 meeting in Moscow were available. Lisa reported that the new logo and redesign of the OPAC have been tabled. VALNet and/or PRLD will likely contribute to the cost of developing a local holds priority feature that would benefit consortia.

APPROVAL OF MINUTES

Patty moved that minutes of the July 31, 2017, meeting be approved as corrected; Bev seconded. Motion passed.

STATEMENT OF EXPENSE / FINANCIAL REPORTS

The August Statement of Expense for \$44,230.80 was approved on Mike's motion seconded by Bev. The two new CDs purchased with the funds from the closure of the Wells Fargo accounts are now listed. The Profit and Loss statement was approved on Mike's motion seconded by Patty. Both motions passed.

The P1FCU bank statement was reviewed, as were Wells Fargo bank statements not available at the last meeting.

LIBRARY & STAFF REPORTS

We were pleased to have a letter from a Winchester patron commending Chris Case, WNC branch manager, for her energy, patience, and dedication. The letter was read aloud by Jan Grueter and will be put in Chris's personnel file.

All branches' JE and J non-fiction weeding is on schedule to be done before the end of September. All branches are done except KAM and KOO.

The next staff meeting will be Monday, September 11, at KOO; trustees are always welcome.

Lisa reported on the August 9-10 Koha U.S. conference in Coeur d'Alene.

It was agreed that since the district has decided not to bill the Winchester Friends for extra weekly hours, the Kooskia Friends should no longer be charged. Lisa will notify them.

UNFINISHED BUSINESS

The budget hearing was held today at 9:30, immediately prior to the regular board meeting. No members of the public attended. The 2017-18 budget in the amount of \$691,699 has been published, and L2s and related documents have been provided to Nez Perce, Idaho and Lewis counties as required. The budget was approved on a motion by Mike seconded by Bev and passed unanimously.

Pay increases and staff bonuses were approved as discussed during budget planning and detailed in Lisa's memo to the pay issues file dated 8/15/17.

Jan and Mike reported on their attendance at the Trustee Connections workshop in Coeur d'Alene on August 7th.

Purchase of van – A Toyota van similar to one test driven should be available at an acceptable price at the Lewiston dealership in a few days. The all-wheel drive feature is a major factor in choosing the Toyota over other options.

A cleaning service has been hired to clean the Lapwai building.

Jan reported that Winchester city maintenance is looking into ways to ventilate the closet in which the tech equipment is kept after a recent overheating problem. Wire shelving or the like may be adequate so that the door may not need replaced with a louvered one.

NEW BUSINESS

Jeanne Wasko was not able to attend today's meeting, but was administered the oath of office yesterday at the headquarters office by current trustee Mike in accordance with applicable law, with Lisa present.

The carpet is 15 years old and needs replaced. Lisa will explore options for doing that in the next budget year.

Short Takes for Trustees videos were postponed until next month when our new trustee Jeanne can be present.

NEXT MEETING Tuesday, September 26, 2017, 9:30 AM at the Lapwai library.

ADJOURNMENT Meeting adjourned at 11:00 AM

Respectfully submitted,
Lisa Curnutt, Clerk of the Board