

PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes

February 28, 2017

The meeting was called to order at 9:30 AM by Chair Jan Grueter. Also in attendance were board members Bev Kayler, Bert Henriksen, Mike Wasko and Director/Clerk of the Board Lisa Curnutt. Patty Kries arrived at 10:45.

Recognition of Visitors Jeanne Wasko, Nezperce.

Review

- Agenda – Grant award was added under library reports. Everybody Reads was added under New Business.
- Correspondence – A thank you note signed by Kamiah patrons regarding the back room project was passed around.
- VALNet meeting – A budget meeting was held February 22, immediately followed by a regular meeting. Due to not having met since November, non-essential agenda items were tabled until a later meeting. A new fee structure may reduce PRLD's VALNet costs. Another budget meeting will be held March 6. The next meeting is scheduled for March 21 and will be followed by an INLG meeting in Plummer.

Approval of minutes –Bev moved that minutes of the January 31, 2017, meeting be approved; Mike seconded. Motion passed.

Statement of Expense / Financial reports –

February's Statement of Expense for \$39,982.94, was approved on Bert's motion seconded by Mike. February's Profit and Loss statement was approved on Bev's motion seconded by Mike.

Copies of the monthly bank statements were reviewed. The statement showing the new P1FCU *Advanced* account was not available. Once the new checks and deposit slips are received we will begin paying bills from that account.

Library Reports

Winchester – a volunteer/intern placed by the Idaho Commission for the Blind has been helping Chris with various tasks and is working out very well. Issues have arisen over patrons being courteous toward other patrons and over the supervision of very young children in the library.

It has again been suggested that the district consider relocating the Craigmont branch to the city-owned former bank building across the street. At this stage there have been no discussions between the district and the city.

April will be attending an ICfL Maker Training workshop in Lewiston March 28-29. Lisa C. will be attending ICfL's Directors' Summit in Boise March 2-3. ICfL pays all expenses for both.

Lisa P. contacted AARP to offer our branches as a place to conduct tax prep workshops. There are no volunteers in our area with the required training for this.

Lisa received a call from Kylene Guffie, Finance Manager with Nimiipuu Health, advising that the district was included in a grant application filed more than two years ago that has just been awarded. The district will be receiving a big screen TV, an A/V card to hold it, a webcam and possibly other items relating to the grant's focus on distance learning and telemedicine. The grant may require the equipment to be housed at the Lapwai branch, but if not, it will likely be used at Kooskia. Ms. Guffie indicated there are no restrictions on the type of programming it can be used for. She will be in touch as she has more information.

Kooskia's book shelf project – The Kooskia Friends have agreed to pay half the \$2400 cost of four units of Corrections Industries' Centennial product line. They've also agreed to sell the large oak table and chairs sets, which will allow more versatile use of library space. March 31 is the goal for getting the items sold. A movable unit with a laminate countertop and storage underneath can be relocated from Kooskia to Kamiah to replace a similar unit there for maker-space activities.

Kamiah back room project – The brown leather chairs arrived; Patty said they are a nice addition to the room. Lisa bought a window blind for the back window, which should help insulate from the cold. A faux fireplace heater would be an attractive way to provide additional heat; perhaps the Friends group could furnish one. Adjustable-height tables will also be purchased by the district for programming activities and general use.

Unfinished Business

Changing banks – All deposits are now going into the P1FCU Advanced account. Checks, deposit slips and an endorsement stamp have been ordered. Once they arrive the account will be used for all expenses.

Trustee elections – Bert's *Petition for Candidacy* and *Declaration for Candidacy* have been completed. Patty's needs notarized. Those can be sent to Nez Perce and Idaho counties, respectively, within two weeks or so of the March 17 deadline for filing.

New Business

Trustee by-laws – The January, 1994, by-laws were reviewed, updated with minor revisions, and will be ratified at the next meeting.

The trustees would like to include a training video at each board meeting.

Following up on information in the recent *Envoy* issue (Vol. 9, No. 1, Winter 2017), the trustees would like to watch one of the *Short Takes for Trustees* training videos at each meeting. *Short Takes* is a series of 10 videos, each 8-10 minutes. It was also noted that the issue included an article on children and vulnerable adults in the library.

Everybody Reads – Jeanne Wasko expressed her thoughts about the suitability and appeal to high school students of the 2017 selection, *Black River*, by S.M. Hulse. Attendance by the high school students may not be as high as in previous years. Discussion ensued about other programs that might also take place at the Nezperce branch, such as Let's Talk About It, or visits by other local authors. The Nezperce Friends group puts a lot of effort into hosting the Nezperce E.R. event; if necessary the district can provide refreshments and set up instead.

For planning purposes, Jeanne also asked how much has been budgeted by the district for each branch's summer reading program. Since this is the first year the district will fully fund all branches' programs, and since the programs vary both from year to year and from branch to branch, it is uncertain what the cost will be, but we estimate between \$2-300 per branch. Donations will still be accepted but not solicited. This is a substantial increase over summer reading programming costs in previous years.

Next Meeting

The next regular meeting will be at the Lapwai Library at 9:30 AM on Monday, March 27, 2017.

Adjournment

Meeting adjourned at 11:30 a.m.

Respectfully submitted,
Lisa Curnutt, Clerk of the Board