

PRAIRIE-RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes

June 27, 2016

The meeting was called to order at 9:40 AM by acting chair Mike Wasko. Patty Kries and Bev Kayler were not present; Bev was reached by phone during the meeting for voting. Also in attendance were trustees Jan Grueter and Director/Clerk of the Board Lisa Curnutt.

Review

- Visitors – Jeannie Wasko, Mike's wife and Tammy Annis, Jan's daughter
- Agenda –
- Correspondence – Lisa shared letter of resignation signed by Victoria Solbert, POA for Karol Hoisington; a letter of thanks Lisa wrote to John McConville, City of Lapwai, for the donation of bicycling books through a grant relating to Lapwai's bike rodeo; and letter from the VALNet chair, Chris Sokol, listing member agencies' fees for the 16-17 fiscal year.
- VALNet meeting – No minutes are available from the June 15 meeting.

Approval of minutes – Jan moved that minutes of the May 31 meeting be approved; Mike seconded. To obtain a quorum Bev was contacted and voted by phone. Motion passed.

Statement of Expense / Financial reports –

Jan moved to accept the June 2016 Statement of Expense for \$35,411.60. Mike seconded the motion. Motion passed. Jan moved and Mike seconded to approve the April Profit & Loss. Motion passed. Bev voted by phone on both motions.

Copies of the monthly bank statements were reviewed. Frustrations in dealings with Wells Fargo were discussed again, including the difficulty in Lisa's access to account information since she is not a signer, among other things. With an eye toward possibly moving the district's accounts, it was decided Lisa will look into other banking institutions and will be included as a signer if the accounts are moved.

Library Reports – No statistical reports were reviewed; they will be provided quarterly.

The June 5th staff meeting was an especially good one, with Carma able to attend after a medical absence. For the first time the meeting including featuring two branches, Winchester and Kooskia. Chris and Dena, respectively, recorded brief video tours of their branches, narrating them during the meeting. As some staff have not visited all other branches, everyone enjoyed this. Culdesac and Peck will be featured at the next staff meeting in September.

Paula/KAM and Chris/WNC gave a report on the youth literacy training they attended in Moscow in April. Lisa has arranged with ICfL for PRLD to have its own youth literacy training at the March 13, 2017, staff meeting. Child care givers will be invited to the three-hour session and can get STARS credits, a good collaborative event; our staff will finish the day with the regular staff meeting.

Chris/WNC has been given permission to close about an hour early on July 27th and September 29th for 4-H activities.

Options for doing as much for Carma during her extended medical absence were discussed. The personnel policy allows a disability leave of 4 months and the donation of qualifying sick leave hours by other employees. Lisa will check with ICRMP for guidance on additional actions the board may wish to consider that do not conflict with the personnel policy.

Unfinished Business

Building repairs – In addition to repairs to the shed, the awning over the back door needs flashing to prevent water from getting inside the building during severe rain storms. The gutters along the rear of the building may also need replaced but may just need cleaning out. An overhang over the side door where courier deliveries are made should be explored if funds allow.

Erate status – The district is still awaiting confirmation of funding approval for the 2016-17 funding year. The legislature has given the state library funding with which to pay the non-Erate portion of internet and phone expenses, beginning in the 16-17 funding year. The application and distribution process is still being worked out. Our 2016-17 internet service contracts with the Nez Perce Tribe and First Step Internet provide the same services at the same costs as the current contracts.

Review of Internet Safety Policy – The policy was reviewed; no changes are proposed. Lisa will update the review date. The policy is to be reviewed at least every three years.

A Chautauqua will be held in Lapwai July 14th. The Lapwai library is helping publicize the event. A series of 10 posters detailing the history and highlights of the Chautauqua are on display in the library. The event has been added to the district's website home page and branches have been sent files from which to print flyers and links to include on their social media pages.

Board vacancy – Several individuals were proposed as the possible replacement for Karol, whose health will not permit her to continue on the board. Lisa will invite Mr. Henriksen to the July meeting. He could provide representation for the Lewiston Orchards area of Nez Perce county where he resides and has experience serving on other boards.

Next Meeting

The next regular meeting will be held at the Lapwai Library at **1:00 PM** on Monday, July 25, 2016, following the budget planning session in the morning.

Adjournment

Meeting adjourned at 10:40 AM

Respectfully submitted,
Lisa Curnutt, Clerk of the Board