

# DRAFT PRAIRIE RIVER LIBRARY DISTRICT

*Board of Trustees – Meeting Minutes*

*September 26<sup>th</sup>, 2023*

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The meeting was called to order at 9:34 AM by Board Chair Mike Wasko. Also in attendance were board members Dawn Stryhas, Jeanne Wasko, Lori Williams, Angela Sondenaa, and board clerk Ellamae Burnell. Maria Wren from Presnell & Gage was also present. This meeting was conducted at the Lapwai Community Library.

## RECOGNITION OF VISITORS –

Maria Wren from Presnell & Gage presented the 2022 audit.

- Agenda – No changes or additions
- Correspondence – None
- Valnet meeting – The library card contest has come to an end, judging will take place this week.
- Directors Report- The Director's report included information on packet materials and branch happenings.

## APPROVAL OF CONSENT AGENDA

Angela moved to accept consent agenda items a,b,c, and d, including the minutes from the August 29<sup>th</sup> regular meeting, the August statement of expense, the profit and loss statement, and the bank statement review. Lori Seconded. Motion passed.

## LIBRARY & STAFF REPORTS

Statistical Reports: Statistical reports were shared and discussed.

Branch News: Printed copies of the reports were sent to trustees containing updates from Branch Managers on current happenings, programs, and projects.

Position Search Updates: Victoria St. Paul started her full-time position at Kamiah Community Library on September 25<sup>th</sup>. The substitute position will remain open until a sufficient pool is available.

ICfL Grant Updates:

**ARPA Learn/Earn grant (Mobile Library):** No updates.

**Connecting Communities (Chromebooks):** PRLD has received a second round of Chromebooks, these will be used to create educator kits.

**BIIG Grant (Broadband Infrastructure):** Fiber has been installed and turned on at all PRLD branches.

**Upgrade your Space (Telehealth):** We have reached the final pre-delivery stages and hope to see our pods/walls in the next few weeks. A second round of grant opportunities has opened up.

**ARP/ESSER Grant:** All items have been purchased and are in the final disbursement to different branches. Ellamae shared examples of some of the purchases made as part of the grant

**So That All May Read Grant:** Kindles have been cataloged and are available for checkout, magnifying glasses will also be available for patron checkout.

**Facilities Improvement Grant:** Ellamae is still seeking additional funding sources for project costs.

**AARP Community Challenge Grant:** AARP grant for Winchester is completed. Lapwai is in the permitting stage.

- a. Draft Job Description, Branch Assistant: Dawn moved to accept the proposed branch assistant job description. Jeanne seconded. Motion passed.
- b. Draft Job Description, Branch Substitute: Lori moved to accept the Branch Substitute job description. Dawn seconded; the motion passed.
- c. Draft Device Borrowing Policy: Angela moved to accept the draft device policy, with the addition of cost information as discussed. Lori seconded. Motion passed.

[NEXT REGULAR MEETING](#) Next regular meeting: October 31st, 9:30 a.m.

[ADJOURNMENT](#) 11:26 am

Respectfully submitted,  
Ellamae Burnell, Clerk of the Board

Approved: 10.31.2023