PRAIRIE RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes
August 29th, 2023

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, board clerk Ellamae Burnell. This meeting was conducted at the Lapwai Community Library.

RECOGNITION OF VISITORS –

- Agenda – No changes or additions
- Correspondence – None
- Valnet meeting – The library card contest is up and running, and staff and trustees are also permitted to submit designs.
- Directors Report- The Director's report included information on packet materials and branch happenings.

APPROVAL OF CONSENT AGENDA

Jeanne moved to accept consent agenda items a,b,c, and d, including the minutes from the July 31st regular meeting, the July statement of expense, the profit and loss statement, and the bank statement review. Angela 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: The Kamiah Branch Manager position has been offered to a candidate. Several substitute positions have also been offered; 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): Chromebooks continue to be used to supplement patron computers in branches.

BIIG Grant (Broadband Infrastructure): Funding has been approved.

Upgrade your Space (Telehealth): We have reached the final pre-delivery stages and hope to see our pods/walls in the next few weeks.

ARP/ESSER Grant: All items have been purchased and are in the final disbursement to different branches.

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: The timeline for the project was discussed, and a work order from Keltic Engineering was shared and agreed upon.

AARP Community Challenge Grant: AARP grant for Winchester is going well. Lapwai is in the ordering stage.

a. Draft Budget: FY 2023-2024: Lori moved to accept the proposed FY 23-24 budget. Dawn seconded. Motion passed.
b. Draft Job Description, District Position: Jeanne moved to accept the Executive Assistant job description with the discussed wording changes. Dawn seconded; the motion passed.
c. Draft Friends of the Library Policy: Jeanne moved to accept the Friends of the Library policy with discussed changes. Angela seconded. Motion passed.

NEXT REGULAR MEETING Next regular meeting: September 26th, 9:30 a.m.
ADJOURNMENT 1:32 pm

Respectfully submitted,
Ellamae Burnell, Clerk of the Board

Approved: September 26th, 2023

175206

BUDGET NOTICE

PUBLIC NOTICE IS HEREBY GIVEN, that a hearing on the proposed budget of the Prairie River Library District is set for Tuesday, August 22nd at 9:30 am at the Prairie River Library District Headquarters, 103 N. Main St, Lapwai, ID 83540.

Income	**2022-2023**	**2023-2024**
Ad Valorem	638,026	667,488
Property Tax Replacement	12,118	12,118
Inventory Phase-out	50,000	50,000
Revenues	10,000	10,000
Interest	4,000	4,000
Miscellaneous	2,000	2,000
Carry-Over Funds	30,000	30,000
Building Improvements	7,000	7,000
Technology, Software & Equipment	25,000	25,000
Broadband Reimbursement-ICfL	8,170	8,170
Grants	5,000	5,000
Total Income	**791,314**	**820,776**
Expenditures		
Audit	4,250	4,350
Automation	23,000	23,000
Books, A/V & Other Library Materials	20,247	20,247
Electronic Books & Resources	18,000	18,000
Building Maintenance & Repair	10,000	10,000
Building Improvements	7,000	7,000
Equipment Maintenance	1,000	1,000
Furniture	2,000	2,000
Grants	5,000	5,000
Insurance	16,000	16,000
Legal reserve	1,000	1,000
Library & Office Supplies	17,500	17,500
Payroll: Salaries	436,620	481,362
Payroll: Benefits	133,357	119,244
Postage	1,000	1,000
Promotional	6,000	6,000
Publication & Election Costs	1,000	1,000
Technology, Software & Equipment	25,000	25,000
Telecommunications	32,340	32,340
Travel & Continuing Education	15,000	15,000
Utilities	9,000	9,000
Vehicle Expense	5,000	5,733
Total Expenditures	**791,314**	**820,776**