

PRAIRIE RIVER LIBRARY DISTRICT

Board of Trustees – Meeting Minutes

January 31st, 2023

The meeting was called to order at 9:06 AM by Board Chair Mike Wasko. Also in attendance were board members Dawn Stryhas, Jeanne Wasko, Lori Williams, Angela Sondenaar, and board clerk Ellamae Burnell. This meeting was conducted at the Lapwai Community Library.

RECOGNITION OF VISITORS – None

- Agenda – Ellamae requested that agenda item F to be moved to item 6-a.
- Correspondence – None
- Valnet meeting – Valnet is still working towards authority control project. Homebound loan period was discussed and a homebound standards document is being created for Valnet libraries.
- Directors Report- Kooskia and Nezperce Branch Manager position have been filled. Staff is currently working on plans for summer reading program. The Bookmobile van has been picked up from Northwest Kitchens and is currently being wrapped with the PRLD logo.
- APPROVAL OF CONSENT AGENDA

Lori moved to accept consent agenda items a, b, c, and f and acknowledge discrepancies in items d and e to be reviewed by an accountant. Accepted items consist of the minutes from the November 29th regular meeting, December Statement of Expense, December Profit and Loss Statement and the Bank Statement.

LIBRARY & STAFF REPORTS

Statistical Reports: Statistical reports with yearly comparison were provided to the trustees.

Branch News: Printed copies of the reports were sent to trustees.

Branch news highlights include:

Craigmont: Craigmont has seen an uprise in youth patrons in the last month and Megan is excited to begin to offer new programs. Storytime continues to be popular.

Culdesac: Patrons have been loving the reset of the Culdesac library, with a spot to read by the window and more space in the Children’s center.

Winchester: Winchester has recently introduced “Make it with Martie” programs – hands on active programs for kids from topics from cooking to building. A community health roundtable is being held in partnership with UI. 3,000 will be granted to put towards mental health in Winchester.

BUSINESS

ICfL Grant Updates:

ARPA Learn/Earn grant (Mobile Library): The van was picked up from Northwest Kitchens on January 25th and is currently being wrapped. It will then go to ford for a thorough inspection.

Connecting Communities (Chromebooks): The connecting communities interim support has been submitted. There are currently Chromebooks in us at the Lapwai, Culdesac, Craigmont and Winchester branches.

BIIG Grant (Broadband Infrastructure): Two BIIG grant proposals have been received. Ellamae meets with ICfL and the Idaho Department of Education next week to discuss next steps.

Upgrade your Space (Telehealth): Items for telehealth spaces have been ordered and participating branches are currently preparing spaces for delivery.

ARP/ESSER Grant: Kits put together by the ESSER team at PRLD are ready for order. Training options and presenters are currently being looked into.

Continuing Education Grant: Ellamae was awarded a reimbursement grant through ICfL for continuing education.

Lori moved to go into an executive session involving a personnel matter pursuant to Idaho code 74-206(1)(b) at 9:43 am. Jeanne Seconded. Roll call vote: Jeanne – Aye, Dawn– Aye, Angela-Aye, Lori – Aye, Mike – Aye.

Jeanne moved to return to leave the executive session at 10:46 am. Dawn seconded. Roll call vote: Jeanne- Aye, Dawn– Aye, Angela- Aye, Lori – Aye, Mike- Aye.

Draft Personnel Policy: The draft personnel policy was tabled for consideration at the February meeting.

Draft Performance/Personnel Review: The draft performance/personnel review was tabled for consideration at the February meeting.

Proposed Collection Development Policy: The draft collection development policy was tabled for consideration at the February meeting.

Operations Manager Position: Lori moved to distribute hours budgeted for the operations and technology manager position among current staff.

[NEXT REGULAR MEETING](#) Next regular meeting is scheduled for Tuesday, February 28th at 9:30 am

[ADJOURNMENT](#) Meeting adjourned at 12:20

Respectfully submitted,
Ellamae Burnell, Clerk of the Board

Approved: February 28th, 2023