

**Clearwater Country Free Library District
Board of Trustees Meeting
Minutes March 10, 2020**

Meeting called to Order 3:00 pm by Chair Jim Everett at Weippe.

Present: CCFLD Board Members: Rosan Monaghan, Anne Lozar, Ellen Tomlinson

Director: Terri Summerfield

Guests: Jo Sharrai, Don Ebert, Vicki Jorgensen, Michelle Berreth, Cynthia Tews, Sherry Schlader. Christine Brown.

Jim started the meeting stating there was a typo on the Agenda. That the election was for vice-chair not co-chair. Rosan referred to the Bylaws. Article IV Section states the officers shall be Chair and Co-chair.

Board Vacancy/Appoint New Member* Only one application was received for the vacancy. Jim moved to accept Don Ebert as the new board member replacing Kim Cox. Anne 2nd Approved. Don took the oath of office and joined the board at the table. Terri gave him the Board Conflict of Interest and Ethics Policy forms to review and sign.

Election of Co-Chair* Jim moved to elect Don Ebert as Co-Chair. Rosan 2nd, Approved.

Minutes:

Correction to Agenda. Revised minutes for January 21st not January 14th were presented. Jim moved to accept the minutes for Jan. 21 as presented with corrections. Anne 2nd, approved.

Discussion on Feb. 11 minutes were held. At that meeting Ellen made a motion to change the January 21st minutes. That motion contained inaccurate information. Don moved to amend Ellen's motion at the previous meeting to more accurately reflect the tape-recorded minutes. Rosan 2nd, Approved. Motion will be struck from the minutes.

Ellen submitted an addendum to be added to the Feb. 11 minutes. Rosan moved to accept the February minutes with the Addendum. Jim 2nd, Approved.

Treasurer's Report- Rosan reviewed the Account Balances Report and February Income Expense Report. Terri asked the board if they wanted the State Investment Fund interest grouped together or reported separating. They indicated they wanted it separate.

Bills: Jim moved to accept the February bills for \$10,592.63, Rosan 2nd, approved.

Account Flow Sheet: Jim distributed and reviewed his bank account flow sheet.

Directors Report *(Director's reports & financial reports were emailed previously to board members. (See Attached))*

Terri reviewed her report. She added that she wanted to clarify a couple of things stated at the last meeting. The Pierce Public Library does not have a time clock. Also she called Jim McNall, ICRMP about Id. Code 67-2328 that Jim and Ellen made reference to concerning the possible agreement with PPL. Jim McNall said the agreement would not have to be sent to the Secretary of State. Code 67-2328/2329 does not apply to us. This code is for agreements for organizations in two different states. See file for email from Jim McNall.

Terri distributed to board members a PC inventory sheet. The sheet shows the current inventory of PCs, Laptops, Chromeboxes and Chromebooks at the library and the date they were installed, operating system and location.

CMPL Reports: Board acknowledged they had received CMPL's reports.

Unfinished Business:

Planning Committee: Ellen reported that she is still trying to schedule a meeting.

Policy Manual Review: Board reminded that there is a working meeting tomorrow.

New Business

Support4Business Reports: Jim requested that he would like to see the reports from Support4Business. Terri asked what reports he wanted. Don offered to get the reports from S4B and report back to the board.

Executive Session: Don moved to go into Executive Session pursuant to Idaho Code Section 74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. Rosan 2nd, See attached form for vote.

Adjourned: Rosan moved to adjourn at 5:10 pm. Don 2nd. Approved

**Next Meeting March 11 Policy Working Meeting, 1:00 Orofino CMPL Annex
April 14, 2020, Orofino LCSC Outreach Meeting Room**

Approved: 6/9/20
Date



Jim Everett, Chair



Terri Summerfield, Director