

**Clearwater Country Free Library District
Board of Trustees Meeting
Minutes August 11, 2020**

Meeting called to Order 5:00 pm by Chair Don Ebert at the VFW, Orofino.

Present: CCFLD Board Members: Rosan Monaghan, Anne Lozar, Ellen Tomlinson, Jim Everett via ZOOM
Director: Terri Summerfield

Guests: See attached list.

Budget Hearing: Don reviewed the published budget. Scott Taylor, Presnell Gage Auditor, explained the intent of the published budget is to publish and notify the public of anticipated expenditures and to list the income to cover those expenses. We don't need to publish all our revenue. Ellen was concerned about the Weippe library receiving an 8-9% increase and that with the pandemic, we might not get the money from the county. Rosan explained it was adding a position to provide security allowing 2 people to work the evening shifts and that we had plenty of carry over funds to cover the increase. Ellen asked for the amount we will be getting from the county. Rosan responded, \$294,767.00. No public comment. Rosan moved to accept the budget as published. Anne 2nd, Roll Call Vote: Don-I, Rosan-I, Anne-I, Ellen-I, Jim-I, Motion Carried.

Ellen stated she is still concerned about overage of budget vs our income. Don said we don't have to spend all that is budgeted.

Resolution to Reserve Forgone Taxes: Rosan read the resolution for the CCFLD to reserve our forgone taxes in the amount of \$19,784.00. Ellen moved to adopt the resolution. Anne 2nd, Approved.

Minutes: Jim asked about getting a copy of the revised Pandemic policy. Terri will send out copies to the board. Jim asked if his reason for voting "nay" on the budget could be added to the minutes. He felt he did not have enough data to make an informed decision. Reason was added to the July 14th minutes. Jim moved to accept the minutes with the change. Rosan 2nd, Approved. Minutes were signed.

Treasurer's Report -Rosan reviewed the financial reports. Board would like YTD and quarter to-date reports.

Bills: Bills from July were reviewed. Don disclosed that there was a bill from MaryAnns. He is the owner of MaryAnns. The bill was for Lysol purchase by his wife from HomeDepot. The library has been unable to buy any online and his wife was able to locate some in Lewiston. Anne moved to pay the bills from July as presented in the amount of \$63,213.19. Don 2nd, Approved.

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

Unfinished Business:

Audit: Board agreed to have the Audit Presentation to allow the Auditor to leave after his presentation if he wanted too. Scott Taylor with Presnell Gage reviewed the Draft Audit. The final was not ready but the numbers would not be changing. He reported the CCFLD is in good standing and found no issues. He is recommending that we switch to a cash basis for reporting. It will cut a couple hours of his time off the preparation and create a cleaner, more understandable report for board members. If the board wishes to continue with PG, Scott would start the next audit, late October, early November. Jim asked what the cost for next year would be. Scott said the fee would remain the same. CCFLD will need to send a letter of engagement for the FY19-20 Audit. Item to be placed on the September Agenda. Scott will send the draft audit and letter of representation to Terri via PDF. Terri will forward to board for their review prior to final approval of the Audit.

Directors Report *(Director's report was emailed previously to board members. (See Attached))*

Terri reviewed the highlights of her report. The main issue during the month has been the internet continuing to go down. Andrew Morris with FirstStep is working on it. It appears to be a problem with the Sonicwall.

CMPL Reports: *CMPL reports were emailed to board members (See attached)*

Cleo asked if there were any questions from her report. Don asked what is it going to take for CMPL to open. Cleo responded for the virus to go away. Don asked what if it doesn't. CMPL is taking it one day at a time

New Business


Contract Review: The contract with CMPL expires on Sept 30, 2020. Ellen suggested a working meeting to discuss the contract. Don is concerned about CMPL not being open as the contract states they will be. Board agreed the pandemic has created an unforeseen issue. The contract needs to deal with such issues and how they can be open. Discussion on Covid 19.

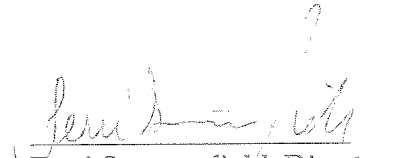
Board decided to have a working meeting. Aug 25th, 3:00 at Weippe. Jim recommended discussing the audit at the same time. Both items will be added to the agenda.

Adjourned: Don adjourned the meeting at 6:50 pm.

Next Meeting Aug 25 Special, Weippe, Sept 8-Regular/ Weippe

Approved: 10-13-20
Date


Don Ebert, Chair


Terri Summerfield, Director