

Clearwater Country Free Library District
Board of Trustees Regular Meeting
Minutes July 20, 2021

Meeting called to Order 5:00 pm by Chair Don Ebert at Weippe. Meeting of the 13th was rescheduled for the 20th.

Present: CCFLD Board Members: Don Ebert, Rosan Monaghan, Marge Carlson, Director Terri Summerfield

Via ZOOM: Robert Wilhelm ;

Guests zia Zoom: Cleo Castellanos, Nancy Butler Tammy Gilmer

Minutes: Rosan moved to accept the minutes for June, Marge 2nd, Approved. Minutes were signed.

Treasurer's Report: Rosan reviewed financial reports. Marge moved to accept the reports as presented. Don 2nd, Approved.

Bills: Bills from June were reviewed. Marge moved to accept the bills as presented. Don 2nd, Approved.

Account Flow Sheet: Board members reviewed Jim's Flow Sheet in his absence.

Directors Report (*Director's report was emailed previously to board members. (See Attached)*) Terri reviewed her report, adding the new PC for the Teleheath room died. She spent 3 days with Tech support from Best Buy and HP. HP is repairing it.

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

Cleo asked if there were any question on her report. There were none.

Old Business:

Marge Carlson had reviewed our current policy on record retention as suggested by Board Chair Ebert last month. She would like to add the following paragraph to the policy.

"The Director shall, at his/her discretion to ensure accurate minutes, record all or part of any Business meeting by "announcing to all other parties engaged in the communication or conversation, in any reasonably effective manner, that such communication or conversation is about to be recorded or transmitted," so long as this announcement is also recorded. Such recording will be destroyed as soon as possible after the board has approved said minutes."

Board discussed whether it would go under the bylaws or in the policy manner. Terri will research. Don asked for this to be added to the agenda for next month for final action.

Budgets: Discussion on the budgets were held.

CCFLD-Admin:	\$ 7,594
CCFLD-Library	\$131,102
CMPL services	\$203,360
“ occupancy	\$ <u>15,000</u>
Anticipated Expenses	\$357,056

Projected income is \$359,000±. Don said he would like to give CMPL a one time boost of \$10,000 for occupancy due to the expansion, with the caveat the board may take it back next year. Marge moved to accept the budgets as presented with the additional \$10,000 for CMPL for 1 year. Rosan 2nd, Approved.

Discussion on resolution for next month for the budget for retaining forgone taxes and accruing forgone taxes was held. Terri will add to the agenda.

New Business:

Review Contract for services: board members are review the contract with CMPL for next month. Current contract expires 9/30/2021. Add as an action item for next month.

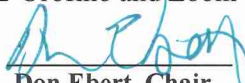
Rosan attended the Trustee training via Zoom. The main discussion was on the importance of Strategic planning. Social media has become an important element for libraries to consider. Discussion on the library's outreach continued. Marge asked Terri if she could make a list of the outreach the library is currently doing.

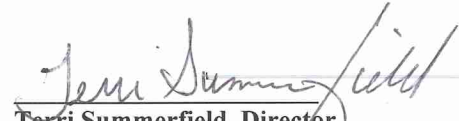
Public Comment: none

Adjourned: Don adjourned the meeting at 5:38 pm.

Next Meeting: August 10, 2021, CMPL-Orofino and Zoom

Approved: 8-10-21
Date


Don Ebert, Chair


Terri Summerfield, Director