

**Clearwater Country Free Library District
Board of Trustees Meeting
Minutes September 12, 2022**

Meeting called to Order 5:06 pm by Don Ebert, at Weippe.

Present: CCFLD Board Member Marge Carlson, Rosan Monaghan, Karen Loranger; Director Terri Summerfield
Via Zoom: Robert Wilhelm; Guests: Cleo Castellanos, Nancy Butler, Mary Stanley

Minutes: Rosan moved to accept the minutes for August. Robert 2nd, Approved. Don Signed.

Treasurer's Report: Rosan reviewed the financial reports. Karen moved to accept, Don 2nd approved.

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

Directors Report. *(Report was emailed to board members, See Attached)*

Terri reviewed her report, adding that she participated a Zoom meeting with the ICfL on Family Reading week; and Jenni and her participated in a Zoom meeting on the ARP-ESSER Grants coming up.

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

Cleo highlighted her report. She added that more students are asking for proctoring.

Marge Carlson made a correction to Cleo's August Report. In that report Cleo stated that the starting wage at Weippe was \$15.00/hr and that is what CMPL set their starting wage. Marge stated that the starting wage is \$13.50/hr not \$15.00. Cleo responded that they no longer get the minutes so she could not remember. Terri responded that after approved, the minutes are posted to the library's web page.

Contract Development:

The Final Contract was ready. Marge Carlson thought the board should read through it out loud. She had to leave the meeting for personal reasons. Board agreed to read through the contract at the October meeting in Orofino and then sign it if approved.

Old Business: None

New Business:

Zoom Subscription: Terri reported that the last 2 years Zoom has been paid for through Grant funds. It was an oversight and it was not budgeted by the District. Don told Terri to go ahead and pay the subscription as the bill was due and we want to continue offering that service to the public and the board. It was only \$75.00.

Policy Manual/Conflict of Interest & Ethics Forms: Terri has been cleaning up the Policy Manual, since we had a new board member that needed a copy. During this time, she read that the Conflict & Ethics forms are supposed to be signed annually by the board and employees. Board agreed to signed the forms next month and then at the annual meeting in June.

Terri suggested that the board review the Policy manual as well. This will be scheduled for January/February meetings.

Public Comment: none

Adjourned: Don adjourned the meeting at 5:45. Next Meeting October 11, CMPL-Orofino.

Approved: 10-11-22
Date

Don Ebert
Don Ebert, Chair

Terri Summerfield
Terri Summerfield, Director