

**Clearwater Country Free Library District**  
**Board of Trustees**  
**Minutes Oct 10, 2023**

Meeting called to Order 5:00 pm by Don Ebert, at CMPL, Orofino.

Present: Marge Carlson, Robert Wilhelm, Rosan Monaghan, Director Terri Summerfield

Guests: Jo Sharia, Jessica Long, Nancy Butler, Tammy Gilmer, Jo Sharrai

**Minutes:** Rosan moved to accept the minutes for Sept, Marge 2<sup>nd</sup>, M/C. Don Signed.

**Treasurer's Report:** Marge reviewed the financial reports. Rosan moved to accept the reports. Robert 2<sup>nd</sup>, M/C. Bills were reviewed for September. Rosan moved to accept the bills as presented, Robert 2<sup>nd</sup>, M/C. Don Signed the bills.

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

Terri reviewed her report.

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

Jessica reviewed her report.

**Old Business:**

**Contract Development:** The contract was signed by CMPL Board Chair and presented to Don. Terri reviewed the items that the board is still in need of from CMPL. Jessica will see about getting them to Terri. Terri will send the budget form on Excel to Jessica.

Don started a discussion on CMPL Carry-over. The board does not have an outline or direction on how to manage Carryover at the end of the fiscal year. Discussion was held on different options and amounts vs percentages that would be acceptable for CMPL to keep. Marge mention documenting the amount and letting CMPL retain it would help with transparency. CMPL is reporting a \$941 carry over. Board will continue with discussion and try to come up with a documented process.

**Notary:** There was discussion last month about a staff member becoming a notary public. Rosan moved to fund the cost of the notary from the District's general fund. Marge 2<sup>nd</sup>, M/C.

**New Business:**

**Winter Meeting Time:** Marge stated she did not really like ZOOM meetings because the board does not interact as well as when everyone is present. With the winter months, she asked if we could maybe have the meetings earlier in the day to avoid people having to drive in the dark and snowy roads. Terri mentioned that in previous years the board did meet at 3:00 during the winter. Some thought that might still be to late for those traveling to Lenore. Marge recommended meeting at 11:00. Marge moved to change the meeting time to 11:00am November-March. Rosan 2<sup>nd</sup> M/C.

Tammy Gilmer would appreciate if we could still do the zoom meetings, then she would be able to zoom in at 11. Terri said she could do that.

**Public Comment:** Jo Sharrai said 11 would be a conflict of time for her but she would look at her schedule.

**Adjourned:** Meeting adjourned 5:45. Next Meeting 11:00 am, Nov 14<sup>th</sup>, Weippe.

Approved: 11/14/23  
Date

Rosan Monaghan  
Don Ebert, Chair  
Vice Chair

Terri Summerfield  
Terri Summerfield, Director