

**Clearwater Country Free Library District
Board of Trustees
Annual Meeting
Minutes June 11, 2024**

Meeting called to Order 5:03 pm by Chair Don Ebert, at Orofino.

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

Guests: Jo Sharrai, Jessica Long, Tammy Gilmer, Mary Stanley

Minutes: Robert moved to accept both May 14, and May 22 meeting minutes. Marge 2nd, M/C. Don Signed.

Treasurer's Report: Marge reviewed the financial reports. Rosan moved to accept the reports. Robert 2nd, M/C. Bills were reviewed for May. Rosan moved to accept the bills for May. Robert 2nd. M/C Don signed the bills.

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

Terri reviewed here report adding that the work on the Deck/Bars for the Facility Grant is complete. There is a balance of \$850.

Terri also stated the new PC has been ordered. She thanked Robert for the suggestion that the new PC stay at the library and maybe the Assistant use it. This is what was done, then Terri's PC can go to her home and already has all the programs and files on it. She is still having issues with finding Quickbooks that was not a subscription. Currently it looks like it will be \$850 a year.

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

Jessica reviewed her monthly reports.

Contract Development: Don asked how the board wanted to address the HB710 and the contract. Terri reviewed the contract and it does not state that all Federal and State laws will be followed. Instead of listing individual laws, it was recommended to add a line stating all laws, Federal and/or State be followed. Terri will check with the ICfL if they have any advice and contract language concerning HB 710.

Old Business:

Revised Policy Manual: Terri distributed new complete copies of the Policy Manual with the recent revisions. Rosan moved to accept the manual and have the Chair and Director sign them. Marge 2nd, MC.

New Business:

Budget Proposals: Jessica present the budget proposal for CMPL with a 3% increase. Terri presented the budget proposal for the District with a 3% increase. Don asked for clarification of timeline. Terri said initial proposal are presented in June. Terri & Marge will calculate anticipated income from the County for the July meeting. Any budget proposal changes can be presented at the July meeting. Board approves budgets for publication. Budget hearing publication is sent to the newspaper. Budget hearing is held at the August meeting and board accepts budget as published. Treasurer or clerk submits the final L2 to the county clerk by August 30. New fiscal year starts Oct 1.

Election of Officers: Rosan moved to retain the current officers. Karen 2nd, MC.

Don Ebert-Chair, Rosan Monaghan- Vice Chair, Marge Carlson - Treasurer

Signage of Conflict/Ethics Forms -Terri had emailed forms to board member for reading. Forms were signed and given to Terri.

Easement-Shawn Mattoon- Terri explained that the neighbor to the East of the library, Mr. Mattoon, is asking the City of Weippe to vacate George Ave that runs through his back yard. The library's sewer lines run through this area but Mr. Mattoon said he would give the library an easement to access the sewer if repairs were needed. Terri told Mr. Mattoon that the City owned the building not the Library District so the easement would be with the City. Terri just wanted to bring the information to the board for their knowledge. Don said the City owns the building and property of George Ave, and the City would be the ones issuing the easement.

Public Comment: None

Adjourned: Meeting adjourned 6:24pm. Next Meeting July 9, 5:00 pm at Weippe

Approved:

7/9/24

Date

Rosan Monaghan
Don Ebert, Chair

Terri Summerfield
Terri Summerfield, Director