

## **Pine River Public Library District Board of Trustees**

Minutes: February 21, 2024

6:15 PM Board Meeting

Call to order: 6:23 PM

- a. Roll Call: Barb Wickman, Lisa Sifit, Ann McCoy Harold, Vaughn Morris, Brenda Marshall, Darcy Poletti
- b. Additions or deletions to Agenda
  - a. Addition of the first review of amended Child Safety Policy
    - i. Ann motions to approve agenda and addition, seconded by Vaughn, all in favor

Old Business:

- a. Minutes of January meeting
  - a. Lisa motions to approve, seconded by Ann, all in favor
- b. Monthly Treasurer's Report - Brenda
  - a. Received bequest from a community member that passed away
  - b. Closed account at TBK and moved money over to ColoTrust
  - c. Ann motions to approve, seconded by Lisa, all in favor

New Business:

- a. Public Comment: None
- b. Director's Report – Brenda
  - a. Collaborating with Chamber of Commerce on their passport program and Lunch and Learn
  - b. Had sewer inspection and planning subsequent repair
  - c. Applied for e-Rate funding again - doubling internet speed in July
  - d. Annual Report is finished
  - e. Town linked to our community calendar on their website and promoted in their newsletter
  - f. Workmans Comp audit finished
- c. Slate of officers to appoint in March
  - a. Brenda will speak with everyone about their plans
- d. First review of Financial Management Policy
  - a. Vaughn suggests to change the wording on the number of bids required to "Two or more proposals should be sought before being designated by director or assignee"
  - b. Add content of Sole Source section to the final section of Bids and Quotations
- e. First review of amended Children's Use of the Library Policy
  - a. Planning to give a packet of paperwork to all unattended children in the library for their parents to review. Will include the Children's Use of the Library Policy and Code of Conduct
  - b. Want to emphasize the fact that children are not supervised at the library unless in a registration-based program

- c. Vaughn recommends double checking to make sure we are not legally liable for unattended children. Brenda to investigate.

Discussion Items:

- a. Board emails
  - a. Created a general public facing "[board@prlibrary.org](mailto:board@prlibrary.org)" email address. Emails will go to both the board president and the director who will forward when necessary
  - b. Brenda asks if Board would like to set up separate email addresses for Board correspondence
    - i. Board decided to wait to discuss further

Action Items: None

Adjournment: 7:29pm

**Next board meeting March 20, 2024 6:15**