

Whitman County Library
Board of Trustees Meeting
Whitman County Library, Colfax
April 16, 2019

Present: Heather Lustig, Kristie Kirkpatrick, Steve Balzarini, Suzanne Schmick, Bob Bates, Cindy Alred, and Shirley Cornelius.

Chair Suzanne Schmick called the meeting to order at 4:00 p.m.

New Business:

Kathy Buchholtz, “Whitman County Heritage” collection coordinator gave a short presentation on the project, which is a sub-collection of a statewide online digital project called “Washington Rural Heritage.”

Kathy writes grants to fund the project, screens the submissions, interviews the participants for pertinent information, digitizes and catalogs the items, and markets the program through exhibits (including at the fair, courthouse and library branches). Kathy develops promotional materials, presents community programs, and handles traditional and social media promotions. Kathy’s other duties include cataloging, collection development and maintenance, and acquisitions of library materials.

“Whitman County Heritage” is federally funded by Library Services and Technology Act (LSTA) grants from the Institute for Museums and Library Services (IMLS) and administered by Washington State Library, a division of the Secretary of State’s office.

The Board officially welcomed new member Cindy Alred who was confirmed by the Whitman County Commissioners to serve as a Whitman County Library trustee. Cindy also completed an orientation session with Kristie prior to today’s meeting.

Library supporter of the month for March was Crossett’s Market in Oakesdale and the April supporter of the month is the Palouse STEM Coalition.

Two policy revisions were introduced to the board, Policy 2019-09, Vacation Leave Policy, and Policy 2019-09, Appointment of Agent to Receive Claims for Damages. Policy 2019-09 updates vacation accruals policy for eligible employees to be more in line with other area libraries vacation policies. Policy 2019-10 updates the claim agent from a prior business manager to the current business manager. After a short discussion both policies were approved by a vote of the board.

Continuing Business:

Kristie continues to be in correspondence with area legislators in regards to the state capital improvement program for rural libraries. She will keep the board updated on any progress.

Monthly Business:

Minutes from the February meeting were reviewed and approved by a vote of the board.

Financial reports including the March payroll and accounts payable vouchers of \$77,205.16 were presented to the Board. There was no additional discussion and Resolutions #2019-7 and #2019-8 were approved by a vote of the board.

Kristie reviewed WCL's usage charts for March commending Endicott, Malden, Oakesdale, Palouse, Rosalia and Uniontown for high traditional checkouts. System wide digital checkouts were the highest ever with 1959 downloads, an 87% increase over the same time period last year. Adult program attendance continues to see sizeable gains due in large part to fabulous countywide programming efforts. Electronic outreach measures are really impressive and the message seems to be getting out – great job Sarah Phelan. Kristie noted impressive computer usage with huge increases in a number of locations. Volunteer hours were nearly double from 1 year ago.

Kristie shared WCL's Events Calendar for April which can best be viewed at the website at www.whitco.lib.wa.us. You can narrow your search by choosing a specific branch location as well.

Upcoming Board Meetings and trainings:

The next board meeting will be on Tuesday, May 21 tentatively scheduled for the Palouse Library. Kristie will work out the details with Palouse Librarian Bev Pearce and be back in touch with the Board. The June 18 meeting will be tentatively held at the Lacrosse branch where we hope to tour the Rock Houses with whom the library is partnering on a grant project to create an Ice Age Flood museum. The meeting adjourned at 5:13 PM.

Shirley Cornelius, Secretary

Suzanne Schmick, Board Chair