

# Whitman County Library Board of Trustees Meeting

Colfax Branch  
March 21, 2016

Present: Chuck Petras, Steve Balzarini, Andrea Miller, Bob Bates, Suzanne Schmick, Kristie Kirkpatrick and Peggy Bryan.

Board chair Steve Balzarini called the meeting to order at 4:00 p.m.

Steve asked if there were any additions or modifications to the agenda; Kristie requested an executive session for a personnel issue for 20 minutes.

The minutes of the previous meeting were reviewed. Chuck Petras motioned to approve the February minutes, Bob Bates seconded and the motion passed.

Peggy presented the financial reports ending February 29, 2016. She presented payment voucher resolution #2016-6 totaling \$60,454.91. Andrea Miller made a motion to approve the resolution; Chuck Petras seconded and the motion passed. Peggy reviewed the WCL Pay Scale worksheet for 2016. She noted the various positions and hourly range of pay for each one. A brief discussion followed.

Kristie reported on library usage statistics for the month of February 2016. Overall circulation remained the same as February of 2015. LaCrosse, Albion, Farmington and Colton had strong circulation increases. Computer use increased by 500 as well as attendance increased for both kids and adult programming. Database usage remained the same, while Facebook, Twitter and Blogs increased significantly. Kristie noted that volunteer hours decreased from the previous year.

## **CONTINUING BUSINESS:**

Kristie discussed The Center, announcing that the next phase of construction has started. She is dealing with the previous contractor regarding leakage issues in the awning and front of building. She will keep the board updated. Kristie invited the board to tour The Center following the meeting.

Kristie announced that Brandy Montgomery and Cathy Campbell were recently hired full-time; a part-time mail clerk was hired the previous day as well. WCL is currently advertising for the Business Manager position and the Farmington Branch Manager position. The library is also in need of a handyman for a few hours a month.

Kristie reviewed her goals for 2015, discussing the progress she made on each. She will have a list of goals for 2016 for the next meeting. She also discussed her evaluation and asked if any board members were interested in taking the lead on it to let her know.

## **NEW BUSINESS:**

Kristie announced that a March supporter of the month has not been selected yet. She frequently asks branch managers for recommendations also.

Kristie reviewed the incident report, library rules, computer rules and eviction procedure under "the policy of the month" agenda item.

Kristie thanked Steve Balzarini for the great job he's done teaching the World War II class at the WCL. She encouraged Board members to visit the Events Calendar to find ACT 2 classes and other programs within the library system.

Kristie announced that the Empire Health Grant is completed and was a huge success. New programs the library tried for 65+ were Pie & Bingo, Coffee & Coloring, Caregivers Coffee and Fitness Classes. Someone made a very generous \$1200 donation to the Friends of WCL to continue the 65+ fitness classes! The Friends of WCL will sponsor the Pie & Bingo, Coffee & Coloring with Rosauers participation as well. Rural Resources will continue with the Caregivers coffee support group also.

Kristie discussed the status of State Volunteer Award, Volunteer Group and other awards that WCL submitted applications for Sue Hallett and the Friends of WCL. She is hopeful that some will be selected!

The board went into executive session at 4:43 to discuss a personnel issue; and ended the session at 5:06.

Peggy read a thank you from Marva Smith to the board.

With no further business, the meeting was adjourned at 5:07 p.m. The next meetings will be April 18 at a branch location, which has not been selected yet.

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Peggy Bryan, Secretary

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Steve Balzarini, Board Chair