

Whitman County Library Board of Trustees Meeting

Colfax Branch
May 25, 2016

Present: Chuck Petras, Andrea Miller, Suzanne Schmick, Kristie Kirkpatrick, Shirley Cornelius and Peggy Bryan.

Secretary Andrea Miller called the meeting to order at 4:03 p.m.

Andrea asked if there were any additions or modifications to the agenda; there were none.

The minutes of the previous meeting were reviewed. Chuck Petras motioned to approve the April minutes, Suzanne Schmick seconded and the motion passed.

Peggy presented the financial reports ending April 30, 2016. She presented payment voucher resolution #2016-10 totaling \$117,010.01. Suzanne Schmick made a motion to approve the resolution; Chuck Petras seconded and the motion passed.

Kristie reported on library usage statistics for the month of April 2016. Traditional circulation for April fell by 8%. Congrats to Endicott, Lacrosse, Malden and Rosalia for posting really strong numbers. A bright spot in the report was adult programs where attendance was down 110 but 75 fewer programs were offered. That means more people were attending the programs we held. Great job in Albion where 10 adult programs were held and 59 attended! YA attendance grew by 90 with kudos to St. John, Uniontown and Colfax for strong attendance. Children's program attendance remains very strong with huge attendance in many locations. This month, Malden served a whopping 203 children in programs. Downloadable eBook and audio book use continues to grow slightly but database usage continues to drop with the exception of Rural Heritage. We are thrilled to add ABC mouse for kids!

CONTINUING BUSINESS:

Kristie discussed The Center, announcing this phase is scheduled to be completed in June. There was a flurry of activity in early May and there has been a lag as the contractor has been working on other projects. She applied for a grant to finish one restroom and is hopeful it will be successful. Kristie said that paint and flooring have been picked out. She discussed the issues with the exterior of the building and Steve Bravard; The stucco was repaired today for a cost of \$970.00 and the roofing was done for a cost \$1,500.00. We are awaiting the final bill from the contractor and Steve Bravard will be billed for the cost. Kristie invited the board to tour The Center following the meeting.

NEW BUSINESS:

Kristie honored the Gifted Grannies of Rosalia as library supporters of the month. The Friends of the Library traveled to Endicott to honor Laura Jones as library supporter of the month and then traveled to Lacrosse to honor Startin's Repair.

Kristie presented a resolution addressing interlibrary loans which replaces the current interlibrary loan policy and removes Appendix L of the policy and procedure manual. Suzanne Schmick made a motion to approve resolution #16-11; Chuck Petras seconded and the motion passed.

Staff is in the process of submitting grant applications for the coming year. Three grants are being submitted to the Washington Library Association. Two \$5000.00 grants are being proposed for Rural Heritage. One will cover medical in this county along with St. Ignatius. The other grant will be for metadata upgrade of existing Rural Heritage data and covers updating cataloguing for the first contributions to Rural Heritage. The last grant through WLA is for Coding Camp 3 and would cover the purchase of 15 laptops. The grant submission is for \$7500.00. The last grant proposal is for \$3,500.00 and is through the Microsoft Imagine academy and will cover the programming at branches to bring the academy to the branches.

Upcoming events include the start of the Summer Reading program, "On Your Mark, Get Set ... Read!". Peggy Bryan's retirement party is also set for Tuesday, May 31, from 4:00 to 6:00 PM.

With no further business, the meeting was adjourned at 4:52 p.m. The next meetings will be Monday, June 20, at 4 p.m. at a branch location, which has not been selected yet.

Shirley Cornelius, Secretary

Steve Balzarini, Board Chair