

**Whitman County Library
Board of Trustees Meeting**
Whitman County Library, Colfax
November 20, 2017

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

Chairman Bob Bates called the meeting to order at 4:02 p.m.

Bob asked if there were any additions or modifications to the agenda and there were none.

New Business:

Kristie gave a report on the Kathy Schlunegar Estate which was willed to Whitman County Library. Proceeds have been received from the estate since 2008. WCL receives 45% of the net proceeds from crop sales of approximately 200 acres. Since 2008 the proceeds have been dropping with the most dramatic happening last year. The board questioned the accuracy of recent payments. The library will draft a letter to the estate administrators asking for expanded financial detail in last year's payment and future payments. The receipt of the Schluneger Estate coincided WCL's USDA loan to perform safety and ADA renovations at the Colfax Library and it was anticipated that estate payments would offset the loan payments.

Steve Balzarini's five year term to the Board is up at 12/31/17 but expressed a desire to serve another five year term. Steve's nomination for another term was approved by a vote of the board. Kristie will send his nomination to the County Commissioners for approval.

Construction of the Center is largely completed but in finishing up the back wall, it was discovered that the condition of the roof is worse than originally thought. The entire roof needs to be replaced over the course of the next year with the worst half of the roof being replaced now. Total cost is estimated at \$24,000. The Friends have taken out a loan to pay off the first half of the roof. Events coming up at the library include Winterfest and Art Among the Trees which has an open house celebration on December 20. Rural Development Initiatives is supporting a Rural Community Leadership program at the library that spans seven months and 45 hours of course work. Also Start Up Washington is looking to base an employee here part-time to help develop businesses in Whitman County.

The Friends of the Library along with the Neill Friends of the Library were nominated and awarded Friends group of the year at the recent state Washington Library Association meeting. President Sue Hallett represented the Friends and accepted the award.

November Library Supporter of the Month was Mikki Tague and the December Supporter will be Grammy G's of Palouse.

Continuing Business:

Because of concerns voiced by Colfax officials, a library committee met to review Whitman County Library's Interlocal Agreement with the City of Colfax and their current bill. The committee looked at the contract, the history of the billings, the intent of the relationship, the history of the cost ratios in relationship to the library's tax revenues and many other factors. The committee consisting of Steve, Heather, Kristie and Shirley reported their findings to the

Board of Trustees. After some discussion, the Board felt the contract and this year's invoice are fair and accurate. Per the contract, the District will expect payment from the city by December 15, 2017.

The Board did understand the challenges face by Colfax so even though the contract has rolled over for another three years, they are willing to meet with city officials to review that contract. Kristie was instructed to draft a letter to city officials explaining these details.

The resolution to restore the levy has been turned in to the Whitman County Elections department and is scheduled to be on the ballot on 2/13/2018. Changes to the wording need to be submitted no later than 12/15. In the next month, a timeline of what needs to be done before the election will be developed. A voter's forum will be held in the Center on January 23 at 7:00 PM and Kristie encouraged trustees to attend. A weekly newsletter has started and is going out to the email addresses listed on patron accounts.

The American Library Association's grant for the Vietnam War by Ken Burns wrapped up with programs by Hank Cramer at four of the branches. The programs were all well attended.

Monthly Business:

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

October financial reports including the monthly payroll and accounts payable vouchers of \$125,760.65 and the MasterCard transactions were presented. There was no additional discussion and Resolution #2017-22 was approved by a vote of the board.

Kristie shared a very brief report on circulation for October, noting strong usage in the branches.

Kristie announced the Barn Calendars are on sale and thanks Steve Van Vleet for his generous support and donation toward this project.

Upcoming Board Meetings:

The next board meeting will be on Friday, December 7 at 1:00 PM in Colfax and the January meeting will be on January 8 in Colfax.

The meeting adjourned at 5:18.

Shirley Cornelius, Secretary

Bob Bates, Board Chair