

**Whitman County Library  
Board of Trustees Meeting**  
Whitman County Library, Colfax  
November 20, 2018

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

Chair Andrea Miller called the meeting to order at 3:59 p.m. There were no additions or modifications to the agenda.

**New Business:**

October Library Supporter of the Month was US Bank and the US Bank Foundation which awarded a \$1,500 financial literacy grant to the St John and Endicott branches. The November supporter of the month is Andrea Harp of Malden who supports the Malden branch with donations of time and materials. A December supporter of the month has not yet been determined.

Rachelle (Shelly) Ausmus has been hired as the new Tekoa branch manager and Gina Halme has been hired for the circulation desk in Colfax.

As required by RCW 84.52.020, the board chair signed a document certifying the 2019 levy amount. Approved by a vote of the board was resolution 18-21, allowing the district to collect an additional 1% of the 2018 approved levy amount. Also signed was a new inter-local agreement with the County. Even though an agreement was signed when the library switched to calculating their own payroll and writing their own accounts payable checks, the county is requiring a new standardized format for all the districts in the County. Two copies were signed with the intent that one would come back to the library after being signed by the county commissioners. Board chair Andrea Miller's term ends on 12/31/2018 and will need to be renewed.

The Center has been very busy with different artist showings and as a result will be moving to a "Resident Artist" program for 2019 with the resident artists rotating in the main room and the small exhibit room will have a changing exhibit.

The 2019 Barns of Whitman County calendar benefiting the Friends of the Library is on sale now.

RSVP now for the December 7, staff, board, friends luncheon.

**Continuing Business:**

Discussions are ongoing with the City of Colfax over the city bill with the library. No resolution on a different format has been made as of this date. Payment is due on 12/1 for the 2018/19 year.

James and Nichole have been busy wrapping up the Innovia and Tech Connect grants. James has been doing 3D printing demonstrations in the Center and all the branches and Nichole has been going to the schools and presenting programs with up to 68 kids in attendance. The Jumpstart grant has gotten off to a slow start because of all the programs going on and the time needed to dedicate to updating the donor database.

**Monthly Business:**

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

Financial reports including the October payroll and accounts payable vouchers of \$85,400.22 were presented. There was no additional discussion and Resolutions #2018-22 and #2018-23 were approved by a vote of the board.

Shirley reviewed October's circulation which showed a 10% drop in traditional circulation from the figures one year ago. If you take into account digital checkouts, there is no drop in circulation numbers. There were strong increases at Colton, Malden, Oakesdale, and Uniontown. There were big drops in Garfield, Lacrosse, and Rosalia. We are going to be adding a foreign language data base in 2019. Numbers for Rural Heritage show that we still have the most used data base in the state. Program attendance in adult and youth categories are up. Facebook outreach continues to decline but with the possible addition of Instagram numbers should go up.

Upcoming events are best viewed at the website at [www.whitco.lib.wa.us](http://www.whitco.lib.wa.us) including the Winterfest celebration on Thursday, December 6, and on Wednesday, December 19, Art among the Trees from 5:00 to 8:00 PM. At 7:00 PM during the Art among the Trees celebration, there will be a dedication of a plaque honoring the Libey Gallery donation among others.

#### **Upcoming Board Meetings and trainings:**

The next board meeting will be Tuesday, December 18 at 4:00 PM. The January meeting will be Tuesday, Jan. 15.

The meeting adjourned at 5:03 PM.

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Shirley Cornelius, Secretary

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Andrea Miller, Board Chair