

# Whitman County Library Board of Trustees Meeting

Colfax Library  
September 14, 2015

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

Board chair Chuck Petras called the meeting to order at 4:02 p.m.

Chuck asked if there were any additions or modifications to the agenda, there were none.

The minutes of the previous meeting were reviewed. Steve Balzarini motioned to approve the July minutes, Andrea Miller seconded and the motion passed.

Peggy presented the financial reports for July & August 2015. She presented payment voucher resolution #2015-14 totaling \$195,070.11. Suzanne Schmick made a motion to approve the resolution; Steve Balzarini seconded and the motion passed.

For July, traditional usage saw a slight drop. Kristie noted that Farmington and Garfield showed increases, which is great as their usage has been steadily dropping. Lacrosse and St. John showed really strong checkouts. Albion and Colfax both saw huge increases in children's and adult attendance. Database usage dropped by 700 but digital use rose by 200.

System wide, August was a good usage month with traditional circulation and digital measures being fairly strong. Checkouts rose by 10% and a number of locations turned in really strong usage numbers. Attendance at children's programs rose by 200, which is great since August is historically a slow month for programming.

## **CONTINUING BUSINESS:**

Kristie reported that construction has begun on the Uniontown Library. \$250 is still needed for the project as well as a contingency fee. Fundraising ideas and volunteer efforts are still needed for this project.

Kristie reported that the exterior of The Center should be complete by October 18, the Soiree for The Center date.

Kristie announced that Shanna Jackman was hired as the Oakesdale branch manager, replacing Michele Wright who recently resigned.

## **NEW BUSINESS:**

Peggy reviewed the 2015 Budget Revision, making adjustments in line items including grants. Bob Bates made a motion to accept Resolution #2015-15 for the 2015 Budget Revision; Suzanne Schmick seconded and the motion carried. Once Peggy receives projected property tax revenue amounts from Assessor Joe Reynolds, she will finalize figures on the 2016 Budget. The budget will be presented to the Board for approval during the November meeting.

Sheri presented a Summer Reading wrap up and shared pictures from each library branch. She gave the statistical report for youth, teen and adult SR finishers. There were three board member that completed Summer Reading, Andrea, Bob & Steve. Sheri presented them with appreciation certificates and prizes. She gave a youth services update with her involvement in the Expanded Learning Opportunities Council (ELOC). ELOC is focused on the creation of a statewide comprehensive learning system. It's important for libraries to be represented as having extensive experience with after school programming and Summer Reading and to represent rural, eastern Washington.

Library Supporter of the Month is Jon Kehne. Jon assists library administration with financial advice when needed, is a generous donor and former board member.

Kristie discussed the need to adopt an official policy regarding employees bringing their children to work. She will have it ready for the next board meeting for review.

Kristie also announced upcoming programs and events at the library, including Korean War Presentation at Rotary and Climate Change. See the on-line calendar for details.

Kristie showed a power point on the history and future of The Center. She shared it with the Thrifty Grandmothers today and it was well received.

Kristie asked if the board would consider cancelling the October meeting. After a brief discussion Steve Balzarini made a motion that the board not meet in October; Suzanne Schmick seconded and the motion carried. The next meeting will be November 16 in Colfax.

With no further business, the meeting was adjourned at 4:57 p.m.

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Peggy Bryan, Secretary

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Chuck Petras, Board Chair