

Whitman County Library
Board of Trustees Meeting
The Center, Whitman County Library, Colfax
September 26, 2016

Present: Chuck Petras, Steve Balzarini, Bob Bates, Andrea Miller, Kristie Kirkpatrick, and Shirley Cornelius.

Board chair Steve Balzarini called the meeting to order at 3:59 p.m.

Steve asked if there were any additions or modifications to the agenda. Additions to the agenda included the weekend robbery of the Endicott Branch Library. Robbers broke into the library either Friday night or Saturday morning and stole money, stem kits, and a camera. Total value was \$680.00.

Minutes from the July meeting were reviewed without any corrections or modifications being made. Chuck moved for their approval, Andrea seconded with the motion passing.

Shirley presented financial reports including the vouchers for two months ending August 31, 2016. She presented payment voucher resolution 2016-15 totaling \$228,763.94. Bob made the motion to approve the resolution and Andrea seconded with the motion passing.

Kristie presented circulation reports noting a significant drop in traditional circulation for July by 15% with only Colton showing an increase. A new measure of Google searches of our website has been added to the report which showed 1089 website searches for July

In wrapping up Summer Reading through the end of August, children's program attendance was up by 75 and the number of children completing the SR challenge was up by 44. Teen finishers were at 77, an increase of 8 teens with 89 attending programs. Adult attendance dropped by 17 with 200 finishing the Healthy Bingo Challenge.

August's countywide statistics showed stable circulation numbers with Malden reporting the strongest increases. Oakesdale saw a big increase with Pie and Bingo and added support from county library staff. System wide children attendance dropped while teen and adult attendance saw increases. All other measures were stable and eBook circulation finally topped 1000 uses for the month of August. Kristie pointed out that continued use of the database ABC Mouse is quite high. Magazine checkout usage has dropped significantly and the library staff will be looking at different options for that area in the future.

Kristie and Bob attended a Leadership Workshop that has inspired Kristie to revamp the reports the Board receives. She will be exploring changes to make them more interesting and reflective of the services the library provides

The Oakesdale branch manager, Shanna Jackman, has resigned and the library will be advertising for a new branch manager.

CONTINUING BUSINESS:

Updating on the Center, Kristie reported that a new small claims court date for Steve Bravard of Rattle Snake Breaks Construction has been set for October 21. She also shared photos from the recent events held in the new Center including the Steiger Memorial and the social media boot camp. Both were well attended and seemed successful. A new grant for \$4,800 was received for a technology lab space within the Center (tentatively called Technology Education Knowledge/TEK center). The grant will cover equipment for the lab.

NEW BUSINESS:

Kristie informed the board that Whitman Medical Group of Colfax was presented with the August supporter of the month and Pauline Anderson will be honored as Supporters of the Month in September.

No new policies were introduced for the month of September but Kristie and Shirley will continue to look at the meeting room application and also will look at the library's policy in regards to time worked with the arrival of the new Fair Labor Standards Act provision that will take effect on December 1.

Shirley reported on the WA Finance Officers Association meeting that she attended from September 20 to 23, 2016 in Spokane. Registration was covered by a scholarship received from the WAFOA. Highlights included an all-day training of cash basis financial statements presented by the state auditor, legislative updates, team building, and succession planning.

The 2017 Budget was presented to the board by Shirley Cornelius. After reviewing the highlights, resolution, 16-16 was approved with Chuck Petras making the motion to accept and Bob Bates seconding the motion.

The next board meeting on October 17 will be held at the Uniontown Library. The board will meet at the Colton library at 4:30 PM for a tour of the library and then meet for a tour of the Uniontown library followed by a dinner meeting.

Andrea moved and Bob seconded to adjourn the meeting. The meeting was adjourned by Board Chair Steve Balzarini at 4:57 PM.

Shirley Cornelius, Secretary

Steve Balzarini, Board Chair