

**Whitman County Library
Board of Trustees Meeting**
Whitman County Library, Colfax
September 18, 2017

Present: Steve Balzarini, Andrea Miller, Heather Lustig, Bob Bates, Kristie Kirkpatrick, Shirley Cornelius, and guest R.J. Hart.

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

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

New Business:

A budget revision for 2017 was presented to the board by Shirley Cornelius. Factors in the revision include the addition of the .09 grant to finish the Center and also increased technology costs as WCL switches from Neil Library servers to our own. After discussion, the board approved by a majority vote, Resolution 2017-16, 2017 Budget Revision.

The 2018 Budget was presented to the board by Shirley Cornelius. Factors that shaped the budget included a decrease in the tax levy rate, increased technology costs and the rising minimum wage. After some discussion, the board approved by a majority vote, Resolution 2017-17, 2018 Budget.

Kristie reported that the Friends of the Library have been named the Friends group of the year by the Washington Library Association. Sue Hallett will be attending the Association conference in November along with Kristie and Sheri Miller to receive the award.

The September Library Supporter of the Month award went to Tom Mohr who donated a portion of his art sales to the Friends, built a permanent display unit and has left his artwork for future shows at The Center. The October award will go to Keith and Marcy Campbell of Rosalia. Marcy is the branch manager for Rosalia and Malden and the couple has donated countless hours of their own time on behalf of the Library. The November award will be presented to Mikki Tague who has been a long time contributor to the library.

Kristie shared photos and sponsor lists from countywide summer reading 2017. She praised the staff who make the programs a success. While weekly program attendance was down for 2017, the number of finishers was up by 37 children, 3 teens and 25 adults. Kristie noted that St. John and Colton have consistently strong numbers of finishers and Garfield showed big improvements in youth finishers.

Kristie also noted that Edie Ray, an employee of the library for 47 years and volunteer of 14 years passed away recently in Spokane. Her family has named Friends of WCL for memorials.

Monthly Business

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

July and August financial reports including the monthly payroll and accounts payable vouchers of \$200,695.41 and the MasterCard transactions were presented. There was no additional discussion and Resolution #2017-15 was approved by a vote of the board.

Kristie shared the circulation reports and thanked Catalina for preparing them each month. As compared to July 2016, traditional circulation for July 2017 was down about 5% system-wide with Garfield, LaCrosse, Oakesdale and Rosalia. Most digital measures were strong including downloadable checkouts up 23% and database usage up 10%. Program attendance was down slightly for all age groups. Also of note is that volunteer hours were 231, an increase of 74 hours and 745 new titles added to our catalog system, an increase of 350 (likely audio and eBook titles.)

For August, traditional circulation was down about 7%, but Lacrosse, Palouse, Rosalia and Tekoa did see expanded checkouts. Like July, digital usage was strong and volunteer hours saw another sizeable increase. Unlike July, program attendance saw a big jump totaling 1291 for all ages combined. Usage of the Free Little Libraries saw strong increases during both months as well.

Continuing Business:

Kristie shared information on upcoming library events including programming around the documentary The Vietnam war, the Everybody Reads events on Nov. 6 and 7, Cyber Security programs in the branch libraries, Ice Age Flood Institute program, and the “Keeping Kids Safe” program for area schools. Trivia nights are continuing, the Grandmother’s Tea will be on October 7, and a Digital Photography class will be on October 3.

Upcoming Board Meetings:

The next board meeting will be on Monday, October 23 at 4:00 PM in Colfax.

The meeting adjourned at 5:08.

Shirley Cornelius, Secretary

Bob Bates, Board Chair