

**Whitman County Library  
Board of Trustees Meeting**  
Whitman County Library  
June 12, 2017, Garfield Branch Library

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

Chairman Bob Bates called the meeting to order at 4:35 p.m.

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

**New Business:**

May Library supporter of the Month was Washington State Employees Credit Union and Josh Bergman, Community Relations for WSECU. WSECU has been a longtime Summer Reading Program supporter providing Samsung Galaxy tablets the last several years as grand prizes. Rosalia/Malden branch manager Marcy Campbell and her husband Keith will be the July supporters of the month.

**Monthly Business**

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

May financial reports including the monthly payroll and accounts payable vouchers of \$89,918.10 and the MasterCard transactions were presented. There was no additional discussion and Resolution #2017-12 was approved by a vote of the board.

Resolution 2017-13, adding Shirley Cornelius, Business Manager, as a financial representative to Whitman County was presented and was approved by a vote of the board.

The Library usage reported by Kristie showed that May was a strong month for library usage with a 10% increase. Digital checkouts (audio and eBooks) rose by 450 system wide while 9 branches including Colfax saw their traditional circulation rise for May. Kristie praised all of the branch increases, especially Garfield and Oakesdale for posting huge increases. Kristie expressed concern at the continued decline of usage of the Farmington Library.

Other measures of note system wide include a rise in adult program attendance of 400 thanks in large part to Trivia nights. WCL also saw a rise in database usage by 3200 thanks to Rural Heritage and Heritage Quest, a rise in Facebook reach of 50,000 and blog reach of 1400. Finally, the number of holdings (book records) increased by 34,700 as the Overdrive audio and eBook collections have been rolled into our Horizon catalog of WCL's materials collection.

Library policy on employee vacation accruals states that all full time employees can carry over 96 hours of vacation from year to year. Over the past several years because of staff turnover and raising funds for the Center, the Director has not been able to use the vacation allotted to her. In 2015, the Board allowed the director to carry over previous vacation hours and the director asked that 83 additional hours from 2016 be carried over to 2017. Currently all extra hours worked by the director are counted as volunteer hours. After a brief discussion, the board motioned and approved the carryover of 83 vacation hours.

Kristie introduced Garfield Branch Manager Heather McArthur and went over a few brief facts about the Garfield branch. Heather has been with the library a month and the branch is already seeing increased numbers in circulation and attendance. Heather and her family moved to Garfield from Spokane. The town contracted for library service starting in 1958 and then annexed to the district in 2012.

**Continuing Business:**

Kristie shared information on upcoming library events including summer reading, TEK Center events, and Tom Mohr's new photography exhibit.

**Upcoming Board Meetings:**

The next board meeting on Monday, July 17, in Colton or Uniontown depending on the branch manager's schedule.

The meeting adjourned at 5:28.

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Shirley Cornelius, Secretary

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Bob Bates, Board Chair