

**Whitman County Library  
Board of Trustees Meeting  
Rialto Tavern, St John  
June 18, 2018**

**Present:** Andrea Miller, Suzanne Schmick, Bob Bates, Kristie Kirkpatrick, Steve Balzarini, Shirley Cornelius, and guest Lydia Smith.

Andrea Miller called the meeting to order at 5:03 p.m. after a tour of the St John branch and the St. John Heritage Museum. There was one addition to the meeting as a small gift was presented to board member Steve Balzarini upon his retirement from Gonzaga University.

**New Business:**

June supporter of the month is Dyan Broemmeling of Colton, head of the local child care center and also a bus driver with the Colton School District. July supporter of the month will be Sonja Hall, owner of the Garfield Inconvenience Store.

Kristie explained the packet information from the Whitman County Assessor's Office showing the top 10 property tax payers in Whitman County. Taxes from the top two, Palouse Wind and Avista properties make up 10% of the Library's property tax collections. Kristie has been collaborating with Palouse Wind on a \$5,500 grant that benefits our branches including \$3,500 for a porch for Rosalia Library and \$2,000 for children's programs and items for the Oakesdale Library.

Kristie also touched on the chart of staff responsibilities and photo of all staff that was included in Board packets. In the last few years the Library has gained two full time staff members. Kristie believes the added cost is necessary as the library has gained greater skills and stability to get the work done.

Colfax Arts Council inquired about painting a mural on the North side of the Colfax library. Kristie and the Board will explore the library needs to add any policies or procedures related to art inside or outside library facilities.

**Continuing Business:**

The library with assistance from the Friends, will be paying for the election costs before the invoice comes due on July 1. The \$1.82 cost per ballot is very expensive but other libraries have recently paid similar amounts.

Updates on the Center include the completion of the roof project and new blinds for the front windows which will be installed on Thursday. The library has also received a \$10,000 donation for the installation of gallery lights. Kristie is working with potential vendors for installation and costs.

In addition to the Palouse Wind grant, the Friends of the Library have received a \$15,000 grant from INWCF in which \$5,000 will go to technology equipment and \$10,000 will go towards technology salaries. Some of the equipment that is being purchased includes a 3D printer, iPads to run Ozobots, Little Bits, and Snap Circuits.

**Monthly Business:**

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

May financial reports including the May payroll and accounts payable vouchers of \$80,815.85 and the MasterCard transactions were presented. There was no additional discussion and Resolution #2018-10 was approved by a vote of the board. Also approved by a vote of the board was Resolution #2018-11, Transfer of Funds, to transfer \$14,625.00 from the Debt Service Fund back to the General Operating Fund.

System wide, traditional circulation fell by 10% while use of eBooks fell by 16%. Only a few branches saw strong increases including Colton, Lacrosse, Palouse and Tekoa. As has been the trend, program attendance saw a strong increase of 917 attendees, or 20%.

The board viewed newly designed comparison charts that illustrate library uses in 4 broad categories. In the electronic outreach category, there was a sizeable drop in Facebook reach. In the Electronic measures category, there was a sizeable increase thanks to catalog usage by patrons. WCL's Rural Heritage collection continues to be the most utilized in the state, 3 times more than the next busiest collection. The board also reviewed page searches to the library's Wi-Fi DNS server countywide, 3,235,859 in May.

Upcoming events are best viewed at the website at [www.whitco.lib.wa.us](http://www.whitco.lib.wa.us). Kristie encouraged members to attend "A Greek Tale" on 7/10 which is about being a doctor at the Olympics, "Decoding the Weather" on 7/17, and a number of events in St. John.

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

The location of the July 16<sup>th</sup> meeting has yet to be decided. There will be no meeting in August.

The meeting adjourned at 6:16 PM.

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Shirley Cornelius, Secretary

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Andrea Miller, Board Chair