

**Whitman County Library
Board of Trustees Meeting**
Public Meeting at the Center, Colfax Library
November 17, 2020

Present: Kylie Fullmer, Steve Balzarini, Bob Bates, Heather Lustig, Suzanne Schmick, Sheri Miller, Shirley Cornelius, and Cindy Alred by Zoom.

Chair Steve Balzarini called the meeting to order at 4:01 p.m.

There were no additions or modifications to the agenda.

New Business:

Resolution 20-27, 2021 Budget, was presented to the board by Shirley Cornelius and after discussion was approved by a vote of the Board.

As required by RCW 84.52.020, the board chair signed a document certifying the 2021 levy amount. Approved by a vote of the board was resolution 20-26, allowing the district to collect an additional 1% of the 2021 approved levy amount.

Resolution 20-29, Device Lending Policy, was presented to the board by Kylie Fullmer. With the addition of Wi-Fi Hotspots, Laptops, Webcams, etc. to the library's collection, a need has arisen for a clear and concise lending policy. After discussion, Resolution 20-29, was approved by a vote of the board.

Sheri Miller applied for and received a \$10,000 grant from School's Out Washington. \$4.9 million was made available to non-profits across the state to help fund underrepresented youth across the state that are home being taught instead of in-person education. 600 nonprofits applied and 421 received grants. The funds will be used to help schools across the county and additional resources for branches.

Kylie and Shirley have been meeting with McKinstry Group, a company that helps with facility assessments. Kylie hopes to have a plan in place to address our future building needs which can help with budget planning, grant needs, and fundraising efforts.

Continuing Business:

The library continues to re-evaluate its response to COVID-19. The library voluntarily decided to follow the new restrictions from the governor's office that limits all library locations to 25% capacity. Browsing will be reduced from 30 to 15 minutes, with computer usage remaining at 30 minutes. Currently the restrictions remain in effect until December 14.

New copiers, printers, hotspots, and improving WI-FI range of some of the libraries have happened in the last month. Wi-Fi strength at the Farmington library has increased ten-fold.

Kylie and James have been working with the towns of Oakesdale and Rosalia to help find uses for their \$25,000 cooperative Cares Act Funding. They have been working on purchases of laptops for the schools, personal protective equipment, outdoor seating, etc.

The first Malden pop-up library was held on Friday, November 13 under a tent in the snow. Four new library cards were issued and take home kits that were purchased from donated funds were handed out.

There have been three applicants for Bob Bates trustee's position that ends on December 31. Heather and Cindy have formed a committee to review the applicants and hope to interview at least one at the next board meeting.

Monthly Business:

Minutes from the October 2020 meeting were reviewed and approved by a vote of the board.

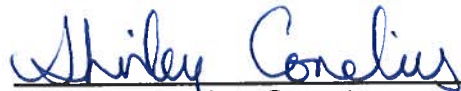
Financial reports including the October payroll and accounts payable vouchers of \$99,453.69 were presented to the Board. There was no additional discussion and Resolutions #2020-28 and #2020-30 were approved by a vote of the board.

Kylie provided the Board with usage statistics for October. Checkouts were up in Oakesdale, Rosalia, and Palouse. Rosalia's statistics reflected their expanded hours which includes the addition of Malden hours. Malden will be resuming their normal hours next month so usage in Rosalia may go down. Oakesdale has a new librarian and usage continues to pick up there. Facebook reach is starting to level off now that interest over the Malden fire has gone down some. Statistics in the coming months may reflect the rollout of a new website and blog.

Cindy Alred presented a short report on the ARSL conference. Cindy attended sessions on Trustee recruitment and working with a new director, marketing suggestions, and bringing legal aid resources to rural libraries.

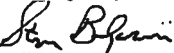
The next meeting will be Tuesday, December 15 at 4:00 PM, likely by Zoom if the governor's orders have been extended.

Steve adjourned the meeting at 5:11 p.m.



Shirley Cornelius, Secretary

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Steve Balzarini, Chair