

**Whitman County Library
Board of Trustees Meeting**
Public Meeting by Zoom
June 15, 2021

Present: Kylie Fullmer, Steve Balzarini, Heather Lustig, Suzanne Schmick, Sheri Miller, Shirley Cornelius, Ronda Penwell, and Sue Kreikemeier.

Chair Heather Lustig called the meeting to order at 4:00 p.m.

There were no additions and one modification to the agenda. The policy review for a fixed asset policy will be skipped at this meeting

Approval of Consent Agenda:

Minutes from the May 2021 meeting were approved by a vote of the board.

May payroll and accounts payable vouchers of \$89,287.01 were also presented to the Board. Resolutions #2021-13 and #2021-14 were approved by a vote of the board.

Reports:

Financial reports including a statement of activity and financial position for the five months ending May 31 were presented to the board. June payroll and accounts payable vouchers along with the June credit card transactions were also reviewed by the board.

Under the Director's Report, Whitman County Library is still in Phase 3 but planning for full re-opening on June 30 pending any further state guidance. In accordance with the state's updated mask policy, we are requesting but not requiring mask usage for fully vaccinated patrons and staff. Unvaccinated people are required to continue wearing a mask.

In facility news, the Albion branch reopened today for the first time since the beginning of the pandemic. During routine maintenance of our HVAC system, McKinstry noted a serious problem in the electrical system of the compressor that serves the upstairs and it was determined that it needed to be replaced. There have also been HVAC problems in the Malden branch since we moved in. Avista, who owns the building, is paying for repairs. There has also been vandalism at the Rosalia Branch and the branch manager has asked the town council for more police presence and security cameras.

On the technology front, James has been working to move out all the computers to branches that were in place before the pandemic started. He and Javad are also moving to put into place a new domain for our website and also a new email system by the beginning of July.

In program news, summer reading officially started yesterday, June 14. The Beanstack reading program was unveiled for a spring reading challenge in which 167 people participated with over 600 books read. This Thursday there will be a show and tell of pets on a Zoom Program. Other animal themed events will be rolled out this summer. Grab and go activities of Paint a Pot for adults and clay animals for youth have already been passed out.

After not asking for summer reading donations last year because of the pandemic, the library district has so far received over \$8,600 in donations for summer reading. Donations received will go towards funding programs at the branches and at the main library.

Library usage continues to improve and is three times the amount as the same time last year but continues to be about half of the 2018 and 2019 levels. Digital checkouts continue to be high and our Rural Heritage continues to also see high use.

In the last month, staff has completed the annual survey for the State Library. Through that survey we have learned that our magazine and newspaper print items continue to decline and our digital library continues to increase. We now have 25,000 downloadable videos available for patrons to watch on their devices through Kanopy, our movie streaming service.

The May supporter of the month was Lacrosse Schools for being a great supporter of the Lacrosse Library. They have allowed space for library programs and graciously allow librarians to visit classrooms. In a related success story, Nichole Kopp has visited classrooms in Endicott and Colfax teaching internet safety and she has been asked to return in the fall to teach more programs.

Included in the board packet is a trustee training article on telehealth in rural communities. As broadband is introduced to rural areas, telehealth will become an important aid in improving the health of our communities and libraries can partner in that effort.

In the Center, there are several Tom Mohr exhibits that will be in the library through the summer including the Mike Druffel exhibit of farm tools taken from Mike's gazebo. The Colfax Chamber of Commerce is also exploring the idea of an office that would be located somewhere in the Center.

Continuing Library Business:

We have asked McKinstry to inform us of any other grant opportunities to fund facility improvements without a significant match from us.

There is no new information on the status of the Malden Library. The library feels that we need at least 1000 square feet for library space to operate a library.

The Circulation Policy, Resolution 21-15, that was introduced at last month's meeting was motioned on and approved by a vote of the board.

New Library Business:

A surplus nomination form for 4 printers was presented to the board. They have been replaced at branches with newer printers that have more features using CARES funding. The board approved the nomination to surplus the printers and sell them at a reasonable amount.

Adjourn:

Heather adjourned the meeting at 4:52 p.m.

Next Meeting:

The next meeting will be Tuesday, July 20 at 4:00 PM at the Colfax Library

DocuSigned by:

Shirley Cornelius

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Shirley Cornelius, Secretary

DocuSigned by:

Suzanne Schmick

Suzanne Schmick, Vice-Chair