

Whitman County Library
Board of Trustees Meeting
Public Meeting at the Colfax Branch of the Whitman County Library
December 20, 2022

Present: Suzanne Schmick, Ronda Penwell, Heather Lustig, Steve Balzarini, Sue Kreikemeier, Cody Allen, Sheri Miller, Shirley Cornelius, and guest Erica Austin.

Chair Suzanne Schmick called the meeting to order at 4:03 p.m.

There were no additions or modifications to the agenda.

Approval of Consent Agenda

Minutes of the November 15, 2022 meeting, and Resolutions 22-29 and 22-30 were approved by a vote of the Board.

Reports

November financial documents were presented and there were no additional comments on the documents.

In the director's report, Cody explained the first payment to Pullman Marketing of \$53,000 for the Digital Navigation Grant included in the Accounts Payable reimbursement. Pullman Marketing has added additional staffing to develop the website for the grant and the software needed for it. The Endicott branch was confused with another Endicott library in Massachusetts that decided not to put up Christmas trees in their branch. This confusion led to an overwhelming negative response on our social media pages and our temporarily shutting down comments on Facebook. We posted an explanation on Endicott's Facebook page and the comments appear to have stopped. The Colfax library has had more incidents of negative patron behavior and the director is looking into additional training for staff on patron behavior and reviewing procedures for incident reporting. Jingle and Mingle was on the 9th and was attended by about 35 people. The Colfax library started with additional hours Monday through Wednesday on December 1 and the additional hours are paid for by the Digital Navigation grant. Game nights were held every Wednesday night in December and experienced growth in attendance every week. The library has received books back from patrons in a damaged condition more than normal and staff has been instructed to pay more attention to the condition of books upon check-in.

Continuing Business

In branch news, the renovations at the Tekoa branch are done. Branches are also expanding hours for the Digital Navigation Grant.

Library usage is showing either a decrease in circulation or stagnant but computer usage and program attendance is growing. Our databases are receiving good use and the Library of Things has had 729 checkouts so far this year.

There was a training for the Digital Navigation Grant on December 7. Videos and additional training is being developed with the funds from the grant. We are expanding open hours and advertising for the grant. The computers funded by the grant will be purchased through a state contract and we hope to hand out computers in April.

Cody and Sue contacted a WSU professor about Indigenous Land Acknowledgement but the professor has not responded yet.

Cindy Alred was chosen to be the new board member to replace Steve Balzarini.

New Business

Juneteenth will a closed day for the library. Currently full time staff receive 10 paid holidays a year. For the next meeting, Shirley will compute the cost of paying staff for the closed holiday and its impact on our budget.

Our current purchasing policy requires to get competitive bids for any purchase over \$5,000. The board would like to raise that limit to \$15,000 but Shirley will look into state laws to see if that amount will be acceptable to use.

Professor Erica Austin from the WSU School of Communications presented information on a three year grant that WSU is pursuing with National Science Foundation. The hope is to build an app that will help with Science literacy in 8-14 year olds. The library would be used as a meeting place for the testing groups. The hope is that by the end of June, WSU will know if they have received the grant. After discussion, the board made a motion and it was approved to partner with WSU on the grant.

Adjourn

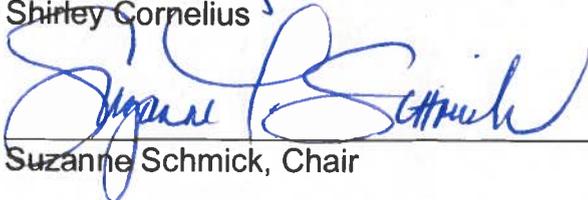
The meeting was adjourned at 5:18 PM.

Next Meeting

The next regular meeting will be Tuesday, January 17 at 4:00 PM at the Colfax branch of the Whitman County Library.



Shirley Cornelius



Suzanne Schmick, Chair