

Whitman County Library
Board of Trustees Meeting
Public Meeting at the Colfax Branch of the Whitman County Library
August 15, 2023

Present: Ronda Penwell, Suzanne Schmick, Cindy Alred, Sue Kreikemeier, Shirley Cornelius, and Cody Allen

Chair Ronda Penwell called the meeting to order at 4:05 p.m.

There were no additions or modifications to the agenda.

Approval of Consent Agenda

Minutes of the July 18 meeting, and Resolutions 23-22, 23-23, and 23-24 (Budget Revision) were approved by a vote of the Board.

Reports

July financial documents were presented to the board and a brief explanation about them was given.

In the director's report, open/closed signs for all branches and two for Colfax are in. These were procured from grant funding. The application is in for the second round of grant funding. 19 libraries within Washington Library Association, Veterans Affairs, and Goodwill are the three main agencies applying for the grant. Some of the items within the grant requests include hot spots, digital navigation kits, wi-fi for an entire neighborhood, and additional navigation help. Our request includes funds for school outreach, marketing, and two full time digital navigators. The total grant request is for \$12 million. We should know by early September if we received the grant. We also received a Meter grant to fix up the Farmington branch and Kathy received a Rural Heritage grant for the next year. All of our hot spots were recalled in July. Checkouts have struggled because of a lack of marketing and the same people checking out the hot spots and not allowing others to use. We are hoping to develop a policy where a form is filled out for each checkout and more advertising about their availability. We are also developing a staffing policy for circulation staff that will hopefully simplify the staffing schedule. Lentil Fest is this weekend and the Palouse Fair is in September. The Friends of the Library plan on a book sale in September. Whitman County Public Health is adding us as a cooling center for the hot weather and providing us with masks for wildfire smoke.

Continuing Business

In Branch news, Oakesdale and Lacrosse have new branch managers. Rosalia has flooding in their basement due to a broken pipe. The library is working with the town to get it fixed.

In Library usage, circulation is flat. Overall attendance is up although youth attendance is flat. Data base usage continues to slide especially Rural Heritage.

Staff have come up with three different staff compensation and retention scenarios based on increasing time off instead of increased pay. Option one includes a flat vacation package with the same amount of vacation hours for all employees and increased personal leave days based on years of service. Option two is a 32 hour work week with current pay and option three is a 36 hour work week with some increased personal leave days. Cody will bring the proposal to the next full time staff meeting for review.

New Business

There was no new business to report

Adjourn

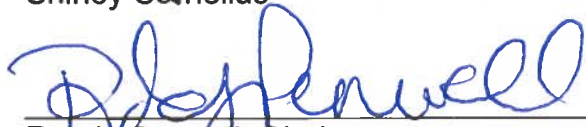
The meeting was adjourned at 5:15 PM by chair Ronda Penwell.

Next Meeting

The next regular meeting will be Tuesday, September 19, at 4:00 PM at the Colfax branch of the Whitman County Library.



Shirley Cornelius



Ronda Penwell, Chair