

**Whitman County Library
Board of Trustees Meeting**

Public Meeting at the Colfax Branch of the Whitman County Library
September 19, 2023

Present: Ronda Penwell, Suzanne Schmick, Cindy Alred (via zoom), Sue Kreikemeier, Shirley Cornelius, Sheri Miller, and Cody Allen

Chair Ronda Penwell called the meeting to order at 4:04 p.m.

There were no additions or modifications to the agenda.

Approval of Consent Agenda

Minutes of the August 15 meeting, and Resolutions 23-25 and 23-26 were approved by a vote of the Board.

Reports

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

In the director's report, the second round of the Digital Grant was not funded. Cody will continue to look for opportunities to fund an employee that will handle patron digital needs. In Rosalia, a water line break flooded the basement of the library several weeks ago. Unfortunately there is still standing water in the basement and the library has a musty smell. The fix will take some time and for the time being, the library will be moved to the Community Center. Most of their collection will be brought back to our library. The Friends of the Library had a smaller booth at the Palouse Empire Fair. Attendance at the fair was up this year and the booth went over well. Christy Vogel, one of our substitutes, has been hired to work Tuesday and Thursday afternoons at the main library. Another employee has been hired to fill in for the hours that Hannah Shepherd has been covering. Cody and Catalina have been working to simplify the circulation desk schedules before the new employee begins work. The Friends of the Library book sale on September 15 and 16 netted \$210.00. The new hot spot policy is almost finished and the hot spots will soon be back in circulation. Library bingo starts this month. Spanish Club has met several times and there seems to be more interest in the club each month. Cody is working on a marketing initiative and will have a staff wide meeting on 9/26 to go over the policy.

Continuing Business

In Branch news, our Uniontown branch manager's husband, a WSU math professor, is working with us on a Science Foundation Grant. We received a \$10,000 Meter Foundation grant to remodel the Farmington branch. Cody has been working with the Malden community and architect on the new community center. The design is almost done and building should start soon.

In Library usage, circulation continues to be flat. Program attendance and new patrons is up. This year we have had less programs but with increased attendance. YouTube usage continues to be strong because of the videos the grant produced. Database usage is down again mainly because Rural Heritage usage is down. Other database usage is up including Mango, our foreign language database.

The vacation policy favored by most of the employees is a 32 hour work week with 96 hours of vacation a year. The board would like to try the policy for a year and then review at that time. The director will work out the details with staff and hope to have a new policy in place by the new year.

New Business


The board adjourned at 5:10 PM to go into executive session for the director's mid-year review and came back into session at 5:29 PM.

Adjourn


The meeting was adjourned at 5:30 PM by chair Ronda Penwell.

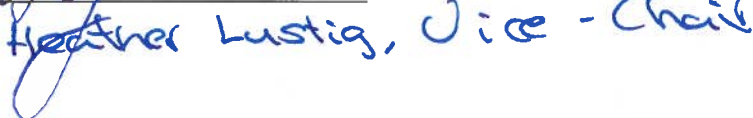
Next Meeting

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



Shirley Cornelius



Ronda Penwell, Chair  Heather Lustig, Vice-Chair