

Present: Vel Babbitt, Dick Davis, Thomas Pulliam, Linda Kubik, Karen Potts, Kylie Fullmer.

Meeting called to order at 5:04pm by Karen Potts.

Approval of the 10-15-14 Board Meeting Minutes – Karen made a motion to approve the 10-15-14 board meeting minutes as written. Dick seconded. All were in favor. Motion carried to approve.

Approval of Vouchers – Linda made a motion to approve the payment of vouchers 154-168 in the amount \$7,967.22. Thomas seconded the motion. All were in favor. Motion carried to approve. Kylie stated that tax monies in the amount of approximately \$75,000 came in with the 2nd tax payment (Oct 31st). Therefore, she transferred \$50,000 to the Capital Reserve Investment Fund.

Director's Report – The first program in the Liquid Lit series was held at Memories Diner. There were 10 in attendance. The scheduled time for this program is on Friday's at 7pm. The next one might be a Mimosa theme, and Memories has stated they might open earlier for this program. Memories supported it well as they researched and made a special menu for the event. It was well received.

Kylie filled out the application for the 3-D printer. She asked for input from Thomas and Jason Aldrich, science teacher at the high school but didn't get a timely response. She is hoping we can get a printer, as we will find out on December 15 if the library won the grant. Many different uses for the printer were discussed amongst the board such as home décor crafts, hobby, science, etc.

Kylie just prior to the meeting finished a webinar on large scale learning programs. She will be talking with teachers in the district on how to expand/create/improve existing summer programs.

A new server is needed as the current one failed. One week's worth of data was lost, but they were able to back track and recover it. Kylie is putting documents on her computer in the meantime. The new server was included in the 2015 budget as a line item and will be purchased in January.

Library Foundation – Thomas has tried to contact the Journal about a December advertisement. So far there has been no response from the Journal. Thomas was given the email advertising@ritzvillejournal.com to make use of as an option.

Friends of the Library – Next meeting in January.

Microsoft Office Specialist Testing Policy (MOS) – We can be a testing site. The email wasn't working so most libraries are set up but we are now catching up. The board is required to adopt the MOS Testing Policy before we can begin to offer tests. We will receive \$75 vouchers for free for each test which we can resell. There are different policies across the state with different libraries, such a offering the first test for free, and if they pass offer a reduced rate for the second test. We need to follow Sertaports

policy, which are their requirements. Only part we added in is our testing policy at the library. Hoping to be set up and ready to go by the end of the month. Vel made a motion to adopt the MOS Testing Policy as written. Linda seconded. All were in favor of adopting. Motion carried. The workload to the library was asked about; Kylie stated it was be similar to proctoring duties they carry out for other educational establishments.

Surplus Computers – Two new computers were purchased for the staff. Jason Kiel had asked about getting one to refurbish and give to a girl with special needs. Linda made a motion to give both computers to Jason as surplus to do as he sees fit with them. Dick seconded motion. Discussion was if we are giving way something of value to someone giving them an unfair advantage. Kylie mentioned they are ten years old and not in the best shape. Thomas made mention that thrift stores don't take them anymore, so there is no value which Kylie concurred. All were in favor of passing this motion. Motion carried.

2015 Revised Budget – Kylie received word of an additional \$1000 in tax revenue for 2015 so she included that in the 2015 budget. Dick made a motion to accept the amended budget for 2015 as our operating budget. Vel seconded the motion. All were in favor, motion carried.

Library Mission & Vision – Thomas emailed Rob Roettger and hasn't received a reply from him. Kylie and Thomas will both email again. We would like to be up and going with this project by January.

Committees – A variety of committees to form were discussed based on prior discussions and other committees libraries have. Such committees are facilities, finances, advocacy, policy review, technology, personnel, capital project committee, etc. Thomas used to be on Technology committee from 2005 to about 2010 because of Gates Foundation requirements. It was determined to start with three committees of two board members and Kylie:

Advocacy – Karen, Thomas

Facilities – Linda, Dick

Technology – Thomas, Vel

We will discuss how these groups will function and meeting and where to go after our Mission and Vision meeting.

General Forum – The outside yard is finished until spring. The yard looks very nice it was noted.

Karen noted on Sunday's that there are little boys playing in the spare lot (possibly from the house next door). Kylie mentioned putting up no trespassing signs. It was asked to make sure that the lot is included with liability insurance.

The new neighbor next door asked about sharing the cost of trimming the tree in his yard. It was determined through discussion that it is on private property and doesn't affect the library (except leaves

falling, however Mitch rakes them or the neighbor blows them onto his property). It was determined this was an unwise of public funds.

Next meeting will be on December 17, 2014 at 5pm.

Meeting adjourned at 5:58pm.

Respectfully submitted,

Thomas Pulliam
Secretary