

Attended by: Pat Tremaine, Kylie Fullmer, Heidi Hunt, Thomas Pulliam, Kayla Meise, Vicki Johnson, Karen Potts.

Meeting called to order at 5:00 pm by Pat Tremaine.

Introduction of Guests – Vicki Johnson is interested in being a trustee. Heidi Hunt came and explained her duties and roles as the county auditor. She does the accounts payable for the library as well as payroll, works on following the budget, liaison for courthouse departments, elections, voter registration, DOL, and works with county records and holds onto archival records that are older.

Prior Meeting Minutes: Motion was made by Kayla to approve September 20, 2018 meeting minutes as written. Pat seconded. Motion carried.

Consent Agenda: Thomas made a motion approve the consent agenda. Kayla seconded. Motion carried.

Type	Numbers	Amount
Vouchers	#111-#123	\$9,269.93
Payroll Vouchers September 2018	#55844-#55850, #530153, #56028-#56035, #530261	\$7,780.19
Benefit Vouchers September 2018	#1140132-#1140133, #1140138-#1140139, #1140141, #114012, #114019-#114021, #1140423	\$5,291.54

Total \$22,341.66

Directors Report: Kylie mentioned about vandalism outside. She talked with the police, curfew is 10:30 on school nights and midnight on weekends. Discussed checking out hot spots and turning off Wi-Fi. Camera installation? It was brought up about Morgan nominating Kylie for a state library award, and Kylie won!

Library Foundation: Amazon smile continues to generate some funds. \$29,000.00 was approved to open the Wells Fargo Advisors account.

Building Committee: Matt from Halme hasn't been around as much. Discussed renewal of insurance policy. Bathroom door, exterior door, upstairs sink discussed. This project was supposed to have been done in June 2017. Can we keep a retention on Halme? The lot surveyor stated he has four projects ahead of ours.

Domain Name Change: Kylie asked about changing our domain to eastadamslibrary.org This will help complete rebranding. Emails will change, library cards, etc. Board all agreed.

Surplus Policy: Karen made a motion to adopt the policy as written. Kayla seconded. Motion carried.

Wheat Land Libraries Consortium Agreement: First Review. Kylie asked that all board members review the agreement. Questions were asked about personnel. It is still in review stages. Prepare to discuss and share out a the November meeting.

Draft Budget 2019: Kylie went through the draft budget. There is still more to be done, but the line items were gone over with the narrative as to the adjustments.

Trustee Training: Applications for recruiting a new trustee were handed out along with applications. A new trustee will need to be recommended at the November meeting to the county commissioners.

General Concerns: None

Next meeting will be on November 14, 2018 at 5:00 pm at the Ritzville Branch.

Meeting adjourned at 6:41 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Thomas Pulliam".

Thomas Pulliam
Secretary