

East Adams Library District
At: Ritzville Branch 5:00 pm

Board Meeting Minutes

November 14, 2018

Attended by: Pat Tremaine, Kylie Fullmer, Chelsea Boothe, Hank Buckmann, Thomas Pulliam, Kayla Meise, Karen Potts, Debbie Knodel.

Meeting called to order at 5:05 pm by Pat Tremaine.

Introduction of Guests – Staff member Chelsea introduced herself. She is a library page, student at BBCC, and plans to transfer to EWU after she finishes at BBCC. Her grandparents are the Perry's. Hank Buchmann introduced himself, lives here, is a writer, and his wife is a teacher in Moses Lake.

Prior Meeting Minutes: Motion was made by Karen to approve October 17, 2018 meeting minutes as written. Debbie seconded. Motion carried.

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

Type	Numbers	Amount
Vouchers	#124-#134	\$6,166.41
Payroll Vouchers October 2018	#56214-#56221, #56401-#56409	\$8,769.03
Benefit Vouchers October 2018	#1140873-#1140874, #1140880-#1140882, #1141094, #1141101-1141103, #1141105	\$5,892.95
Total		\$20,828.39

Directors Report: Kylie mentioned that February 6 is Library Legislative Day in Olympia. Heidi was able to write to a publisher to get a replacement copy of a tractor book, and they sent one for free along with many other books. Janitor position is open, and will include the garden in the future. Kylie mentioned possibly splitting the inside and outside jobs. Discussed security issues with staff safety, along with clarification about parking.

Library Foundation: Thomas sent \$29,000 to Wells Fargo to fund the money market account. Annual meeting is next month. Friend of the Library annual meeting was last night (the 13th).

Building Committee: There is no timeline to survey the lot at this point. Dan Halme sent an email about finishing up the project. Halme views the project as finished. State wants to certify it. Need more information as to what to do next. Some funds are held up, as the painter has not been paid yet.

Wheat Land Libraries Consortium Agreement: Pat asked about the duration of the agreement, is there a withdrawal clause. Migration fees was talked about as well.

Security System – Ritzville: Looking at installing cameras. Trying to do it so it's not intrusive with lines running all over the walls. Outside camera, power sources, put in attic, start in basement and work up. Garden

can have almost 180 degree coverage. Doing a DVD inventory to see how many are missing. See if camera system can be exterior capable. Panic button at desk? Possible set up shared at meeting.

Final Draft Budget 2019: Most changes had to do with personnel. Went over the step ranges. Very neat and detailed budget now. Karen made a motion to approve the 2019 Budget as written. Kayla seconded the motion. Motion carried.

Trustee Recruitment: Ann Kaleznek was called but was no reply or pick up on her phone to invite her tonight. Hank Buchmann came. Thomas will write a letter to the county commissioners to recommend him to the board.

Trustee Training: Discussed the podcast about connectivity for students. Whitman county is putting fiber to most of the county to all houses. Finishing year two of ten. Digital hotspots to check out to patrons, only works if they have access to cell service however. Broadband issues will leave our county behind in the long run.

General Concerns: None

Next meeting will be on December 19, 2018 at 5:00 pm at the Ritzville Branch.

Meeting adjourned at 6:20 pm.

Respectfully Submitted,



Thomas Pulliam
Secretary