

**East Adams Library District Board Meeting Minutes**  
**At: Ritzville Library Branch Basement 5:00 pm**

**February 21, 2018**

Attended by: Thomas Pulliam, Pat Tremaine, Kylie Fullmer, Karen Potts, Dick Davis, Kayla Meise.

Meeting called to order at 5:00 pm by Dick Davis.

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

**Consent Agenda:** Thomas made a motion approve the consent agenda. Pat seconded. Motion carried. No discussion on vouchers.

Type	Numbers	Amount
Vouchers	#1-#17	\$6,638.21
Payroll Vouchers January 2018	#52879-#52883, #529050, #53066-#53071	\$8,259.30
Benefit Vouchers January 2018	#1135441-#1135442, #1135448-#1135450, #1135714, #1135720-#1135722, #1135724	\$5,753.30
<b>Total</b>		<b>\$20,650.81</b>

**Directors Report:** Cleaning basement. Washtucna patrons are excited about the library and keep coming, even if they don't need anything at the moment as they are afraid we will stop service. Hiring of Morgan Roth. She is sorting and returning borrowed things as she gets the history room in order. Stahl school coming in monthly, all schools in our service area have facility cards.

**Library Foundation:** New mailbox has arrived. Installation will be first week of April due to pouring of concrete for pad.

**Building Committee:** Painting issues still. See if Halme will handle it. Back door striker is not working. Received a bill from Otis Elevator for when first patron was stuck. \$880.00 Kylie called and asked for it to be broken down. Otis then sent a book on "what to do" if someone is stuck.

**Strategic Plan Committee:** Had first meeting. Kylie put together a timeline what will happen month by month. Have a plan of action, and some groups to talk to.

**Wheat Land Libraries:** Carolyn Peterson wants to write a grant for us for a courier van. We could ferry things to Washtucna and then later on to Lincoln County. \$30,000 would be the grant amount, and the van would need to be retrofitted for our use. Kylie was asked to follow up with her as interest was shown by the board.

**Kendrick Photo:** It was determined through research by Kylie, that we don't have any legal ownership. It was asked then to give us credit online as the trustee of the collection. John Kragt is going to draft a letter to

the state archive to acknowledge us as the trustees, and hopefully this would give us first right of refusal should anything in the future come up regarding the collection.

**Trustee Training:** Webinar from last week was discussed. Kylie hopes all can watch the rebroadcast of it. Discussed having a mission, agenda, etc.

**General Concerns:** Pat mentioned from a few meetings ago that there was the possibility of us having our board meeting in other communities we serve. It was determined to have the April 2018 meeting in Bengie to coincide with the new drop box service and train the community on it. We will have the May 2018 meeting in Lind.

Next meeting will be on March 21, 2018 at 5:00 pm at Ritzville Library Branch.

Meeting adjourned at 5:45 pm.

Respectfully Submitted,



Thomas Pulliam  
Secretary