

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

Meeting called to order at 5:59 pm by Pat Tremaine.

Prior Meeting Minutes: Motion was made by Karen to approve March 21, 2018 meeting minutes as written. Kayla seconded. Motion carried.

Consent Agenda: Karen made a motion approve the consent agenda. Kayla seconded. Motion carried. Discussion about Bywater account, paying month by month, as we will merge accounts with Lincoln County Libraries and will not get a refund for overpayment for an annual contract.

Type	Numbers	Amount
Vouchers	#31-#43	\$6,112.99
Payroll Vouchers March 2018	#53628-#53634, #53816-#53822	\$8,242.23
Benefit Vouchers March 2018	#1136584-#1136585, #1136590-#1136592, #1136814, #1136820-#1136822, #1136824	\$5,684.84
Total		\$20,040.06

Directors Report: Thomas made mention that the library property should be surveyed at earliest possible time. We do not have access to the "west" side of the building, which will be needing some maintenance soon. It is requested that it be professionally done. Kylie mentioned that Liquid Lit will be moving to the Bowling Alley in May.

Library Foundation: Kiosk in Benge is finished and ready for service. Friends of Library had a meeting and spent all the money saved. \$2,000 to go towards six new tables for the basement, so the Girl Scout tables can be retired. The design will be flip top for easy set up and storage. They will sponsor a child for the day camp this summer, pay for e-book subscriptions, and artwork. Various fund raisers were discussed.

Building Committee: Library basement alley wall is leaking, a solution needs to be found before new work is ruined. Matt from Halme is coming to fix the sink in the office and the back door (wrong materials were used). SHKS will be footing the bill for the repainting.

Strategic Plan Committee: Karen will be sending a survey out. Working on making it simpler to use. It will be used to figure out specific reasons why people don't use the library. Timeframe to start this will be the end of May. Training will be this week with the State Library. Flow chart for 2018 was reviewed again.

Benge Kiosk: Put together with community members in 24 hours. Starting with two day service on Tuesday and Thursdays. In the future, with a lot of use, perhaps add a drop box for returns.

Lind Community Library: There have been some discipline issues. As the kids are not as familiar to the staff as the ones in Ritzville, staff spends a lot of time on disciplining kids. There is no formal contract for services in Lind as there is in Washtucna. Kylie handed out a copy of the Washtucna contract to review before the next board meeting in May for possible adaptation. It was discussed to hire Mary Hernandez as a library staff member. School visits were discussed as well, what are the expectations for library visits to elementary schools?

Contracting for Bookkeeping Services: It was discussed to see what expectations are on both sides, the library and the auditors office. A new Adams County Human Resources director was hired. Talk to State Library as well. It would be in 2019 that an outside service could be contracted with. Talk with auditor, treasurer, and assessors office to see what would be entailed.

Trustee Training: On April 19, 2018, at the Library, there will be Community Engagement Training. So far Kylie and Karen will be in attendance. There was an email forwarded again by Kylie about this opportunity. Discussed the levy lid lift, Whitman County was successful in doing this. It will also discuss why and where the attitudes and perceptions come from.

General Concerns: A card for Dick was passed around. Karen discussed the Community Needs Assessment. Where can we meet peoples needs? Going out the web page and hard copies for people. Focus groups formed. It was mentioned to make a group in Benge-Washtucna as well.

Next meeting will be on May 18, 2018 at 6:00 pm at Lind-Ritzville Middle School in Lind.

Meeting adjourned at 6:54 pm.

Respectfully Submitted,



Thomas Pulliam
Secretary