

Attended by: Thomas Pulliam, Vel Babbitt, Linda Kubik, Karen Potts, Dick Davis, Kylie Fullmer, Katie VanDeVenter

Meeting Called to order at 5:05pm by Karen Potts

Introduction of Guests – Katie VanDeVenter is a library employee. Kylie is asking each employee if they would introduce themselves to the board and tell what their specific jobs are in the library. Katie described what she does as working with programs, in charge of keeping the teen room in order and associated projects with it, she did the high school photo contest last spring, and is setting up the libraries Instagram account. After Katie left, it was asked if she was getting enough hours, and Kylie stated that for now she has enough based on home circumstances.

Approval of May 18, 2016 Meeting Minutes – Linda Kubik pointed out her name was spelled as Linda Curtis. Linda made a motion to approve the minutes with the noted corrections made. Dick seconded the motion, no further discussion, motion carried.

Approval of Vouchers – The following motions were made on the following vouchers and benefits:

Type	Numbers	Amount	1st Motion	2nd Motion	Result
Vouchers	#53-#65	\$ 5,941.30	Linda	Vel	Motion Carried
Payroll Vouchers	#45469-#45472 & #526244	\$ 2,736.25	Linda	Vel	Motion Carried
Benefit Vouchers	#1122785-#1122786 & #1122794-#1122796	\$ 1,993.25	Linda	Thomas	Motion Carried
Payroll Vouchers	#45649-#45652	\$ 3,456.32	Thomas	Dick	Motion Carried
Benefit Vouchers	#1123175, #1123183-#1123186, & #1123190	\$ 2,641.73	Dick	Linda	Motion Carried
Total		\$ 16,768.85			

Directors Report – Kylie and Heidi were both named as employees of the year for Ritzville by the Chamber of Commerce. This is the first time that they have done two employees in the same year. The board commented on their appreciation and continues to appreciate their hard work in making the library a top notch library in the region and the state. The newspaper is planning to do an article on them both. The Patricia Briggs author function was a hit with a respectable turn out.

Library Foundation – Thomas stated that the non-profit paperwork needed to be resubmitted at an additional cost of \$400, however this time, Kris Harder with Leffel, Otis & Warwick will fill out the paperwork. The website also renewed at its annual rate of \$119.40.

Elevator Project – Building Committee – Thomas mentioned that the notes that SKHS sent out asked a couple of us to accomplish a few things. Kylie mentioned that they asked us if there are additional tasks that we would like to see carried out at the same time. Kylie also asked if the board would consider retaining a lawyer. The air quality in the furnace room was discussed as well.

Trustee Training – It was mentioned in the article how to go about changing your business name, however perhaps discussion with the county clerk as to how this would be done for a government agency perhaps would be a better place to start. Also, looking at the hospital, when they changed names, perhaps they are doing it as a DBA (doing business as).

General Concerns – The board discussed possibilities for the book sale in March as the basement level will not be available. Legion Hall was mentioned, however it will be up to the Friends of the Library to come up with a workable location.

Next meeting is on July 20, 2015 in the Library Basement.

Respectfully Submitted,

Thomas Pulliam
Secretary to the Board