

Ritzville Library District #2 Library Board – September 20, 2018 Meeting

The meeting, held at Washtucna Community Library, was called to order at 6:05 PM by Pat Tremaine. Attendees included: Kylie Fullmer, Library Director, and Board members Debbie Knodel, Karen Potts, and Pat Tremaine, and Pam Kraft.

Pam Kraft was introduced to the Board as the staff member for the Washtucna Library. She provided a brief review of her job history, her position with the Washtucna School, and the tasks she performs as the Library staff member in Washtucna.

The minutes from the 8/15/18 meeting were briefly reviewed. Karen moved to approve the minutes as presented. Debbie seconded the motion which passed.

The Consent Agenda was presented, including Vouchers #98-110, Payroll Vouchers #55489-96, #55669-75, and #530101, and Benefits Vouchers #1139647-48, #1139652-53, and #1139655, #1139847, #1139853-54, #1139856, and #1139858. Karen moved to approve the consent agenda as presented with a second by Debbie. Motion carried.

Reports:

- Director's report – see attached
- Library Foundation – spreadsheet as sent by Thomas Pulliam – see attached
- Building Committee – It is now a year since the "end" of the elevator project. Kylie reports Matt will soon get to the last few items that need to be completed. She also reports that the surveyor is doing research for us this week and plans to make a site visit soon.

Library Business:

- Surplus Policy – first review (see attached). The group chose to vote on this policy at the next meeting.
- Kylie mentioned the need to take a new Board photo to update the Library Website. This is planned for the next meeting.
- Trustee Training – a Library Journal article; "Grade A Partnerships" was discussed. While there was an urban focus the group still found the article interesting.
- General Concerns:
 - There was discussion around our challenges as a district, including data sharing and FERPA rules. Kylie mentioned that this is often easier in a smaller rural area.
 - Thomas will come off the Board in December. We all need to be thinking of a possible replacement. It is hoped that we can find someone who is interested from the Benge or Washtucna area. We need to get someone approved by the November meeting.

The meeting ended at 7:07 PM.

Next meeting is scheduled for October 17th at 5:00 PM at the Ritzville Public Library. Heidi Hunt, Adams County Auditor, will speak at this meeting.

Respectfully Submitted,
Karen G. Potts