

STEVENS COUNTY RURAL LIBRARY DISTRICT
Board of Trustees Regular Meeting
May 17, 2018
Kettle Falls Library
605 Meyers St., Kettle Falls, WA 99141

The regular meeting of the Stevens County Rural Library District Board of Trustees was called to order at 10:12 a.m. by Vice Chair Rick Moore. In attendance were Rick Moore, Vice Chair; JD Meacham, Trustee and Linda Shaw, Trustee. Amanda Six, District Director; Katy Pike, Kettle Falls Library Manager; Janet Eide, Business Manager and Becca Moore, Administrative Assistant were also present. Trustee Chair Catharine Whitby was absent from the meeting.

VISITORS – John Ridlington, Kettle Falls Mayor, joined the meeting.

GREETINGS – Rick welcomed everyone to the meeting.

PUBLIC COMMENT – Mayor Ridlington shared that the Kettle Falls community raised \$10,000 to open the pool for the summer.

AGENDA CHANGES – none

ACTION ITEMS

- (1) The minutes from the Board of Trustees Regular Meeting of April 19, 2018 were reviewed.
- (2) The following vouchers and warrants were approved for payment:
Accounts Payable 4/25 - 5/4/18 – 103 Vouchers total \$60,728.63
Payroll Warrants April 2018 – 30 Direct Deposits for a total of \$72,022.90
- (3) Detailed Revenue & Budget Status Reports for April 2018.
- (4) The Director's April 2018 timesheets and accumulated vacation & sick hours were reviewed.

Motion made to accept the Consent Agenda.

Motion made: Linda
Motion seconded: JD
All in favor: Unanimous

UNFINISHED BUSINESS

- (1) **Board Retreat** – No new information. Amanda is still coordinating meeting with both Colville and Kettle Falls. Will update at the June meeting.
- (2) **Review Draft of Inter-Local agreement with North Central Regional Library System** – Amanda has had a couple of conference calls with Barbara and the IT and Public Services representatives from North Central. They are very in favor of the agreement and ironing out a few details. North Central had a board meeting and reviewed the draft Amanda created, made some of their own comments and shared it with their lawyer. As soon as it comes back Amanda will share it for the Trustees to review and comment then send to the District Lawyer. She also introduced Jessica to them to work through and iron out the background technology details. If needed a special meeting may be called.
- (3) **Chewelah Roof** – No new information to report at this time.

- (4) **Proctoring for Community Colleges of Spokane** – Amanda is meeting with the head of the Colville site and the person that coordinates remotes sites from Spokane and will share at the June meeting.

NEW BUSINESS

- (1) **Policy Review: 0015-100 Personnel Policy - Definitions** – The Trustees reviewed the current definitions and will send any edits and typos to Becca for further review at the June meeting. The Trustees realize that as they review the rest of the Personnel Policy they may come across definitions they would like to edit or delete.
- (2) **July 19th Board Meeting Date Change** – Due to scheduling conflicts the meeting in July needs to be cancelled. The Board called for a vote.

Motion made to cancel the July Board Meeting

Motion made: JD

Motion seconded: Linda

All in favor: Unanimous

REPORTS

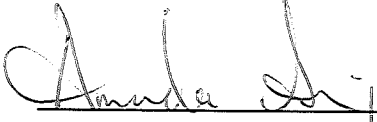
- (1) **Director's Report: Attachment**
- (2) **Trustee/Liaison Report:** JD reported that the Foundation will be meeting and revisiting their bylaws, terms and how board members rotate off the board. He is still working on the Trustee report for 2017 and will send to Linda for review by the end of next week.
- (3) **Others:**

ADJOURNMENT

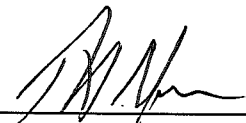
The meeting of the Board of Trustees was adjourned at 12:23 p.m.

Chair adjourned the meeting.

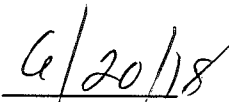
Respectfully submitted:



Amanda Six, Secretary, SCRLD



Catharine Whitby, Board Chair



Date

Library Director's Report
May 2018

Information Sharing - Amanda

- I attended the Libraries of Stevens County Foundation meeting on April 25 and updated them on the Reach Out & Read program.
- I attended the quarterly Rural Health Advisory Board meeting (convened by Providence) in Chewelah. I have represented the library on this board over the past two years. There's a surprising amount of overlap between the health care industry and the library, and it's because of this partnership that Reach Out & Read is finally taking off.
- I presented information about rural broadband to the state PUD meeting in Spokane on May 9, sharing the role of libraries (especially rural libraries) in broadband development.
- I presented information about the library system at the Colville American Association of University Women (AAUW) at the meeting in the evening of May 14.

Chewelah from Bryan Tidwell

- Chewelah has been a busy place the last few weeks, though the recent sunshine has been quieting things down a little bit. We've been pleased to see an increase in attendance at our Tech Help sessions, with the last few consistently having 3-5 people, most of them newcomers. The word is spreading!
- The Friends of the Chewelah Library have been a tremendous asset, assisting us with a number of projects lately. At a recent meeting, they refreshed our storytime craft supplies, funded an upcoming program and supported many others with the purchase of a new TV for the library, which we will use for events. A huge thank you to Matt for installing it! It came in great use last Friday when we hosted a program that presented a critic's take on the Star Wars films to celebrate May 4th. The presentation was very well done, and we hope to do more film critique programs in the future.
- In the community at large, I was so grateful to be invited to be a judge for the Chewelah HomeLink's "Edible Books" Competition. There were a number of great entries and the kids all did a great job. The winner of "punniest" title consisted of a single potato chip balanced in a giant pile of ground seasonings: "A Pringle in Thyme." :)

Colville from Sarah English

- Enjoy a smoother flow of traffic when you next visit the Colville Library. Local craftsman Ted Pancoast designed a beautiful self-check counter to go where the display case used to live. Now patrons can check out their items on their way out the door, creating open space at the sides of the front desk.
- Sasquatch was in the building! We had a very successful visit from Humanities Washington speaker David George Gordon who shared how to be citizen scientists with us and conduct our own Sasquatch investigations.
- Enjoy Trivia at the Chateau! Join the Colville staff for trivia night on June 5 at Chateau Vin and enjoy a glass (or two) of wine to celebrate your knowledge.
- Sarah has now moved to Colville, just in time to unlock the meeting room for a room renter who failed to pick the key up and then reached out to the Libraries of Stevens County and Colville/Kettle Falls Facebook pages.

Hunters from Megan Bush

- With the arrival of spring, there has been renewed interest in the seed library. One patron even started some of the seeds at home and brought the starts in to share with others, which was very thoughtful and well received.
- I received a large bouquet of beautiful wildflowers from one of the residents at the senior center, it was such a sweet gesture. She told me that she feels so fortunate to have a library just a few steps from her front door, since she doesn't drive. The library gives structure to her week and she enjoys socializing with her friends here on Wednesdays and Fridays. I love my patrons and I know how lucky I am to be a part of such a great community.
- The FOL group at Hunters is organizing a community rummage sale (with lemonade & cookies!) on Saturday, June 23rd starting at 9am in the Hunters Park.

Kettle Falls from Katy Pike

- LEGO Mindstorms saw a total of 13 kids at our program. The first day only had two and then word got out and there were 11 in the second session. Thanks a bunch to Katie Park who provided programming.
- Origami: Raine has kindly arranged her dad to provide a program teaching Origami to anyone who would like to show up! (I am aiming for Elementary aged kids!) This will be on Monday, May 21st 3-4pm
- Every Child is an Artist Art Show will be June 2nd, 10-2 pm next to the library booth at Town and Country Days. Last day of afterschool art is May 29th.
- Idis Helmstetter, author of And the Coyotes Howled: Family Adventures in Pleasant Valley, will be at KF on June 1st at 5pm-6pm conducting a book signing for her new book.
- Landscaping: I called several plumbers in the area and only two responded to the bid request to install the exterior bibs that would allow us to connect the meters/drip lines to our main water. More to come...
- Next KF Advisory Board Meeting is June 18th, 6 pm
- I attended the EveryLibrary training sponsored by the Washington State Library in Spokane last Thursday. Topics ranged from library marketing to how to identify/harness your community's advocates.
- In response to some of the issues happening around the KF Library building, the City of Kettle Falls has purchased exterior security cameras. These have not been installed yet.
- May 4th was Better World Day for the KF Elementary School. The principal asked me if we could host the 2nd graders to do an hour worth of community service. The kids were great! They helped with dusting, picking up litter, rocks, making bookmarks and even providing beautiful chalk art for the library.
- FOL: The Friends of the Library met on May 7th and voted to donate \$500 towards the Summer Reading Program and \$90 to the Librewry trivia. They are still deciding if they will contribute anything to help make up the difference for the Vincent Funds for the Kick Off concert. Additionally, the annual Pie and Booksale is during Town and Country Days: Saturday, June 2nd 9-2PM. I will be hosting a booth at the library at this time.

Lakeside from Brooke Golden

- The Friends of Lakeside Library funded the construction of a raised garden bed in the back of the building. Brooke is going to plant a garden with her storytime kids in May, and see what sort of vegetables they can grow.
- The book bags for the Kindergarten Experience were well received.

- Brooke is going to be a judge for We the People at the middle school in June. Last year, Amanda took her place, but this year Brooke is participating again. This will be her ninth time judging the 8th grade competition.

Loon Lake from Kristy Dyck

- The summer people are beginning to return to the lakes. And, families are beginning to ask about Summer Reading. So, we are almost there!
- Granite Point resort is open for delicious breakfast and lunch, and they are happily partnering with us again this year. (Last year, they donated proceeds from their summer car show to Loon Lake Library) They are letting our Friends' group put a book nook in their rec. room and they are advertising library events for us.
- The neighborhood around the Library is getting sold off and spiffed up. Two separate new neighbors have consulted the library in this last month for info and paperwork to help them settle into their new lives here. And, another neighbor is starting a taco truck in the area and has been here several times a week, doing paperwork and using our computers and copier. We are as anxious as she is! Loon Lake really seems to be changing for the better, and we are right in the center of it!

Northport/Onion Creek from Clifford Ward

- Patrons are often commenting on how bright and happy the new windows are here. Looking forward to the new doors and screen doors, as the front door has been, and continues to be a bit of a PIA. Despite longgggg screws in the hinges, it constantly pulls away from the frame and becomes difficult to close. In fact, the fellas from Merle Door are here at this very moment doing the measuring thing.
- We had a nice lady come up and measure some of the windows for new blinds.
- Other than that, I have secured a date and time to give the Summer Reading spiel to Onion Creek school students.
- I am still working on getting into Northport Schools, which has always been a bit difficult due to last few weeks of school craziness.
- I have had the After School kids come in a couple of times and given them the spiel, and am looking forward to visits here at the library from other classes.
- The teachers LOVE to bring their kids to the library!
- Our old yard maintenance kid grew up (again!!!) and we successfully found another youth doing yard work to hire for this season. YAY!!!

Technology Report from Jessica Varang

- Loon Lake is hosting Book Bricks on May 15 for adults and tweens - Friends paid for supplies to paint bricks to look like books.
- Colville has two new staff computers down stairs for off-desk time
- VOIP implementation has begun - Loon Lake and Lakeside are complete; Colville and Chewelah are hopefully also integrated by the time the Board meeting is happening
- Huge surplus sale is coming up quickly (Saturday, May 19) - stay tuned for report on that