

**STEVENS COUNTY RURAL LIBRARY DISTRICT  
BOARD OF TRUSTEES**

**November 20, 2025  
10:00 a.m.  
Chewelah Library**

**AGENDA**

☐ **GREETINGS**

☐ **OPENING**

☐ **PUBLIC COMMENT**

☐ **AGENDA CHANGES**

☐ **ACTION ITEMS – CONSENT AGENDA** – All matters listed within the Consent Agenda have been distributed to each Board member for reading and study, are considered routine and will be enacted by one motion of the Board, if separate discussion is desired, that item may be removed from the consent agenda and placed on the regular agenda by request.

1. Approval of October 16, 2025 Regular Meeting Minutes
2. Approval of November 12, 2025 Board Conference Call Minutes
3. Approval of 2025 Accounts Payable Vouchers, October Payroll
4. Approval of Director's October Time Sheet, Vacation & Sick Leave Accrual.
5. Approval of October 2025 Budget Status & Detailed Revenue Reports

☐ **UNFINISHED BUSINESS**

1. Building Project Updates & Snapshot
  - a. Loon Lake, Chewelah, and Northport
  - b. Colville
  - c. Hunters
2. Advocacy to State and Federal Legislature
3. Staff Reorganization – update
4. Resolution 01-2025 Supplemental Appropriation to the 2024 Budget Authorizing Amendment to 2024 Budget
5. 2025 Audit
6. 2026 Draft Budget & Wage Scale
7. Yearly Board of Trustees Training
8. Levy Lid Lift

☐ **NEW BUSINESS**

1. Policy/Procedure Review
  - a. 0015 Personnel Policy 300.200 Compensation - Flextime, Exchange Time, Overtime Pay, Compensation Time, Terminal Payout
  - b. 0015 Personnel Policy 400.200 Leave - Sick Leave
  - c. 0015 Personnel Policy 400.500 Leave Without Pay
  - d. 0015 Personnel Policy 400.600 Shared Leave Policy
2. Resolution #05-2025 Increase in the Regular Property Tax Levy – 2026
3. Levy Certificate
4. Resolution #06-2025 Salary & Wage Scale for 2026
5. Resolution #07-2025 Set Meeting Dates & Locations for 2026
6. Resolution #08-2025 Final Budget 2026

☐ **REPORTS**

1. Director
  - a. Library happenings
  - b. Statistics and reporting
2. Trustees and Liaisons
  - a. Discuss meeting locations
  - b. Reports
3. Other

☐ **EXECUTIVE SESSION** – Library Director's Evaluation

**ADJOURNMENT**

**Next Board Meeting will be Thursday, December 18<sup>th</sup>, 10 am in Colville**