STEVENS COUNTY RURAL LIBRARY DISTRICT
Board of Trustees Public Regular Meeting
May 21, 2026
Lakeside Library

REGULAR MEETING
Chair Josie Darst called the regular meeting of the Stevens County Rural Library District Board of Trustees to order at 10:00 am. In attendance were Josie Darst, Chair; Joann Caruso, Vice-Chair; Jennifer Miller, Trustee (via Zoom); Sue Poe, Trustee; Lisa Wolfe, Trustee (via Zoom); Amanda Six, District Director; Becca Moore, Office Manager and Nellie Ethridge, Administrative Assistant. Anja Johnson, Staff Support Specialist joined via Zoom for the beginning of the meeting.

VISITORS – none

GREETINGS – Josie welcomed everyone.

PUBLIC COMMENT – none

AGENDA CHANGES – add Policy Review 0015 Personnel Policy 300.500 Compensation - Employee Benefits to New Business

ACTION ITEMS
(1) The minutes from the Board of Trustees Regular Meeting of April 16, 2026, were reviewed.
(2) The minutes from the Board of Trustees Conference Call of May 13, 2026, were reviewed.
(3) The following vouchers and warrants were approved for payment:
Accounts Payable 4/21/26 – 5/5/26 – 48 Vouchers total $129,334.07.
Payroll Warrants April 2026 – 32 Direct Deposits for a total of $92,626.81.
(4) The Director's April 2026 accumulated vacation & sick hours were reviewed.
(5) Detailed Revenue & Budget Status Reports for April 2026.

Motion made to accept the Consent Agenda.
Motion made: Sue
Motion seconded: Joann
All in favor: Unanimous

UNFINISHED BUSINESS
(1) Building Project Updates & Snapshot –
a. Loon Lake, Chewelah, and Northport –
Northport: Waiting for the contractor to complete L&I paperwork to get started.
Loon Lake: CDBG grant has been closed out and final payment received. Will perform a final warranty walkthrough next week since we are approaching the 1 year mark. This will confirm any fixes needed before the one year warranty expiration. We will have an audit at some point since the grant was over one million.
Chewelah: Waiting for the Operations & Maintenance Manuals from Welch to close out the project.
b. Colville – The City has the project out for bid. They had a walk through for the project this week. Bids will be opened on June 3rd. Received information about land/library building not being completely owned by the City. A portion was deeded at some point to the City Library Board. Amanda reached

out to Mara with the Department of Commerce and shared her findings with Dave Harper from the City.

(2) **Advocacy to the State Legislature –** Becca will work on meetings this summer with Senator Shelly Short and State Representatives Hunter Abell and Andrew Engell. Invite them to Chewelah or Loon Lake to see the library and have a meeting. Have a conversation about how libraries should be funded. Work together to come up with a solution.

(3) **Staff Reorganization –** With the Levy failure Amanda formed a Budget Levy Workgroup to brainstorm and plan ways to start saving money now as well as show the public the impact of a failed levy. Furlough days spread out through the rest of the year is one way to save (example 6 days in 2026 will save the District about $28,000). Other ways we plan to save: Closing all branches one day a week (Monday's for Lakeside, Loon Lake, Chewelah, Colville and Kettle Falls, Fridays for Northport and Hunters). Both voluntary and involuntary staff hours cuts. Cutting routing from 3 days a week to 2 days a week. Reducing programming. Reducing mileage where it's possible.

Motion made to support open hour reductions at all library locations and six furlough days during the remainder of 2026.

Motion made: Lisa
Motion seconded: Jennifer
All in favor: Unanimous

(4) **Levy Lid Lift, April 28, 2026 –** Levy failed by 800+ votes. This was discussed along with Staff Reorganization above.

(5) **Policy/Procedure Review -**

a. **Volunteer Policy -** table this month
b. **0015 Personnel Policy 400.500 Leave Without Pay -** There have been updates to the Washington State Paid Family Medical Leave rules which created a need to change some language in our policy. The Library District's Lawyer is reviewing the updated language and Trustees should be able to review the changes next month.

(6) **2026 Board Retreat -** June 3rd, 10-3. Josie will send out directions.

NEW BUSINESS

(1) **Review Colville Inter-Local Agreement -** Read over and reviewed. No changes at this time.

(2) **Rerun Levy Lid Lift -** Amanda suggested that we re-run in November 2026. The deadline to get on the ballot is August 4th. The Board agrees that Amanda should move forward with this plan.

(3) **Annexation of Colville and Kettle Falls -** Amanda needs to meet with the City of Colville and the City of Kettle Falls to discuss any hours reductions and possible annexation. The deadline to get on the ballot for annexation is August 4th.

(4) **Policy Review - 0015 Personnel Policy 300.500 Compensation - Employee Benefits** - In our review we found that our policy and procedure do not match in regard to medical deductions being taken out pre or post tax. Anja spoke to our insurance rep at WCIF as well as researched online for the best choice for the District and staff. While pre-tax deductions can be helpful it locks the District into some rigid IRS rules and offers less flexibility for adjustments outside of open enrollment for staff as well as an added

expense for initial setup. A pre-tax deduction would only affect the handful of staff that pay for benefits for their dependents or pay for a portion of their medical. Full time staff have their benefits covered at 100%. Administrative staff don't feel like the benefit outweighs the cost and recommend that verbiage in our policy be changed to match the current process.

Motion made to accept the edits to Policy 0015 Personnel Policy 300.500 Compensation - Employee Benefits.

Motion made: Sue
Motion seconded: Joann
All in favor: Unanimous

REPORTS

(1) Director's Report:

a. **Library Happenings (attached)**
b. **Statistics and Reporting**

(2) Trustee/Liaison Report:

- Kettle Falls Friends – Tea was a success!! Over $4,000 raised! Pie and book sale at Town & Country Days June 6th. Raffle for the summer. Working on the courtyard with Barry, a Master Gardener.

(3) Others: none

ADJOURNMENT

The meeting of the Board of Trustees was adjourned at 12:27 pm.

Chair adjourned the meeting.

Respectfully submitted:

Date 06.17.2026

Amanda Six, Secretary, SCRLD

Josie Darst, Board Chair

STEVENS COUNTY RURAL LIBRARY DISTRICT
Board of Trustees Conference Call
May 13, 2026

The meeting was called to order at 9:01 a.m. by Josie Darst. Present were Josie Darst, Chair; Jennifer Miller, Trustee; Sue Poe, Trustee; Lisa Wolfe, Trustee; Amanda Six, Library Director; Jessica Varang, Deputy Director and Becca Moore, Office Manager. Vice-Chair Joann Caruso was absent from the meeting.

AGENDA

- **OPENING** – Josie welcomed everyone.
- **PUBLIC COMMENT** – none
- **AGENDA CHANGES** – add Board Retreat to Discussions
- **ACTION ITEMS** - none
- **DISCUSSIONS**
  - **May 21st – Regular Board Meeting – Agenda Changes** – add annexation for Colville and Kettle Falls & the possibility of rerunning the levy lid lift to the Agenda under New Business
  - Colville Project - Pre-bid walk through will be May 19th at 1:00 pm. Bid opening will be June 3rd at 2:00 pm in the Colville City Hall.
  - Board Retreat - Discuss next steps, balancing the 2027 budget, rerunning Levy Lid Lift, annexation of Colville and Kettle Falls, future planning
  - Amanda is planning to reach out to the Cities of Colville and Kettle Falls to revisit annexation. The November ballot deadline is August 4th. She will also be discussing possible closures for the branches. Sue suggested, if it would be helpful, asking a citizen from Chewelah to speak to both groups since they have been through annexation. Josie suggested a document with bullet points of the benefits. Amanda has an old document from Marcus and Northport she can resurrect for that purpose.
  - Amanda thanked Josie, Lisa, and Sue for attending the entire staff-day, noting that staff were very appreciative. Jennifer was thanked for planning a fun activity for staff, and while she wasn't able to be there due to a work conflict, the effort was appreciated.
- **NEW BUSINESS** – none
- **ADJOURNMENT** – Meeting was adjourned at 9:18 am.

Respectfully submitted:

Amanda Six

Amanda Six, Secretary, SCRLD

Accepted By:

Josie Darst

Josie Darst, Board Chair

05.21.2026

Date

District Status Report

Director, Deputy Director, Staff Support Specialist & Office Manager

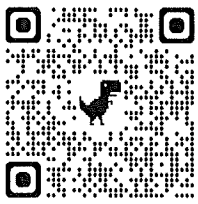
April 2026

Director District Highlights Submitted by: Amanda

Unfortunately, the levy did not pass on April 28, 2026. I attended another round of community meetings to explain about the levy lid-lift. I also attended the ballot count on the night of the election. While most of my work was levy-related in some way, I also worked on presentations for the May All-Staff Day.

Deputy Director/Tech/Educ Highlights Submitted by: Jessica

I have been busy assisting with branch help/support and with Summer Reading programs.
I have been working with ERate/USAC and contracted companies to iron out issues and continue to move towards better reimbursement for our IT and internet services.
I am working on an American 250 project to dovetail with community events over the rest of 2026. It is called Moments That Made Us. I created a Stevens County display to include with the other 28 U.S. Historical boards. You can see it here:



I also applied for a $1,000 grant to pay for mileage and staffing for this display.

Staff Support Specialist Highlights Submitted by: Anja

- I've been receiving requests from new staff and their managers for more training on how to effectively navigate uncomfortable situations, harassment, and professional boundaries at the front desk. Ryan Dowd's training is a great fit for this. I applied for and was awarded a grant to pay for a year-long subscription to Ryan Dowd's training program. I have already used some of the training as a staff day presentation. This program also includes approximately 35 hours of additional training that will be extremely valuable and actionable for our team.
- I have been hard at work planning and finalizing staff day. There is so much that goes into staff day behind the scenes. I am so grateful for all the help and support from the rest of the admin team in this process!
- Elisha and I worked together to take advantage of a staff wellness grant available from WCIF (our insurance brokers). The program will start in September, and we hope it will be a helpful morale and wellness boost for staff. Huge kudos to Elisha for excellent, hard work on this!
- We learned that WA PFML had updates for this year that require a policy and procedure adjustment on our end. We are updating this to make sure we are compliant.
- Becca and I worked with the Department of Retirement Systems for a review.
- Becca and I met with our WCIF rep for our Spring benefits review.
- We've been working as an admin team to plan and prepare as much as we can for the rest of 2026 and 2027 in light of the levy.
- Additionally, there are all the routine admin processes and HR support pieces to keep things running smoothly.

Admin Highlights submitted by: Becca

- Amanda asked that I start a small report about what I've been doing. Busy month in admin!
- Completed the Washington State Library 2025 Annual Survey - about 40 hours of work
- Completed the Washington State Auditors 2025 Annual Report - Here is the link to our FIT page. - about 32 hours of work.
- Completed our Insurance Property Schedule updates (many) as well as the renewal process for 2027 and follow up.
- Final CDBG submission and worked on close out docs with Cynthia and Michelle.
- Worked with Department of Retirement System on review.
- The usual: Accounts Payable, Overdrive/Libby, Board, Payroll with Anja and other administrative work

Branch Status Report HARDCOPY FOR DESK STATS

Branch	Submitted By	Month/Year 2026
Colville		APR

Branch Highlights - things to share, shout-outs, etc

(can include stories to share/quotes/tidbits/photos)

A patron came in looking for shakespeare books and playwrite books for their autisic grandkid. Chelsea took the time to locate the books we had, summarized some of the stories, helped patron decide the best pick up location, and suggested and explained a YOTO to them. The patron was very excited about this and upon checkout they expressed to me how great of a job Chelsea did!
Several patrons came in today. One whispered "I voted yes!" Another quietly stated "I just dropped off my ballot with a yes vote" another "I appreciate your help, you guys are great, I voted for you" A couple came in to sign up for cards after seeing the mailer cuz they wanted to see what they would be paying for (so not a direct "we voted yes" but still good news!)
A woman came in and said "I just wanted to come in and say thank you for all you do here. I always feel safe coming here."
A woman came in and said, "I wanted to say how much I appreciate all you that work here! It is a long drive to come in and get my books and when I place them on hold, I know they will be ready and on the hold shelf for me!

Statistics to Report

		Notes:
Head Count/Door Count:	4,889	
Avg Daily Visitor Count:	222	22 days open
Meeting Room Reserved by Public:	8	
Ref Questions:	49	
Tech Ref Questions:	102	
Tech Reference - Libby:	55	
Circulation Stats:	4,711	
New Library Cards:	35	

Take Home KITS Given Out:	# Received	# Given Out
TNMake Kits:	120	
STEM Kits:		
TNCreate:	90	
TNTry Kits:		
Total:	210	

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

		Notes:
Computer Sessions:	455	
Length of All Sessions:	237.83	hours
WIFI Stats - Users:	902	
WIFI Stats - Total Data Used:	1766	GB
Volunteer Hours:	128.75	
Locker Pickups @ Colville	2	

WiFi Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	*5*	*2*	*0*	*4*	*11*	*Y / N*	*CH/TN/AD/GEN*
ALL PROGRAMS:							Children/Teen/ Adult/General Int
Storytime Week 1:	6	0	0	4	10	Y / N	CH/TN/AD/GEN
Storytime Week 2:	10	0	0	8	18	Y / N	CH/TN/AD/GEN
Storytime Week 3:	17	0	0	11	28	Y / N	CH/TN/AD/GEN
Storytime Week 4 (&5):	15			11	26	Y / N	CH/TN/AD/GEN
TOTALS:	48	0	0	34	82		
Tech Help with LOSC Week 1:				2	2	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:				3	3	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:				1	1	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):				3	3	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	9	9		
Program: Mushroom Basics		5		16	21	Y / N	CH/TN/AD/GEN
Program: Art for Adults - Mosaics				19	19	Y / N	CH/TN/AD/GEN
Program: Scavenger Hunt	15	69		12	96	Y / N	CH/TN/AD/GEN
Program: Discoverables	5	10		3	18	Y / N	CH/TN/AD/GEN
Program: Music Makers x5	95			80	175	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	163	84	0	173	420		***Please circle or bold***

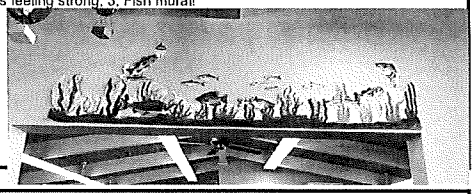
Branch Status Report

Branch	Submitted By	Month/Year 2026
Kettle Falls	Melinda Keeley, Wright Halbert	APR

Branch Highlights - things to share, shout-outs, etc

(can include stories to share/quotes/tidbits/photos)

1. Here is an exerpt from a patrons program eval (Baby Storytime): This program means the world to me. I make Mondays my day off so I can take my 2 and 4 year old girls every week. I have seen such a difference in my children since coming to storytime. My 2 year old can follow all the movement songs and has come to delight in the repetition every week. My girls light up when they see Meghan, she is fantastic and engaging in making sure every child is noticed, and my kids respond to her better than any adult or teacher. 2. We are all happy to have Melinda back (Yay!). Syvanna has been a great addition as well, so the KF team is feeling strong. 3. Fish mural!



Statistics to Report

		Notes:
Head Count/Door Count:	6611	21 open days
Avg Daily Visitor Count:	315	
Meeting Room Reserved by Public:	13	
Ref Questions:	185	
Tech Ref Questions:	164	
Tech Reference - Libby:	3	
Circulation Stats:	1,540	
New Library Cards:	11	

Take Home KITS Given Out:	# Received	# Given Out
TNMake Kits:	80	80
STEM Kits:	-	
TNCreate:	60	60
TNTry Kits:	-	
Total:	140	140

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

		Notes:
Computer Sessions:	519	
Length of All Sessions:	388:38:00	
WIFI Stats - Users:	404	
WIFI Stats - Total Data Used:	540	
Locker Pickups @ Kettle Falls	0	
Volunteer hours	66	
Afterschool snacks	485	

WiFi Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	*5*	*2*	*0*	*4*	*11*	*Y / N*	*CH/TN/AD/GEN*
ALL PROGRAMS:							Children/Teen/ Adult/General Int
Storytime Week 1:	21			6	27	N	CH
Storytime Week 2:	1			1	2	N	CH
Storytime Week 3:	30			5	35	N	CH
Storytime Week 4 (&5):	33			7	40	N	CH
TOTALS:	**85**	**0**	**0**	**19**	**104**		
Tech Help with LOSC Week 1:					0	N	GEN/AD
Tech Help with LOSC Week 2:					0	N	GEN/AD
Tech Help with LOSC Week 3:					0	N	GEN/AD
Tech Help with LOSC Week 4 (&5):					0	N	GEN/AD
TOTALS:	**0**	**0**	**0**	**0**	**0**		
Things with Strings 4/1			7	3	10	N	GEN
Things with Strings 4/8			8	4	12	N	GEN
Things with Strings 4/15			5	4	9	N	GEN
Things with Strings 4/22		2	4	1	7	N	GEN
Things with Strings 4/29			7	2	9	N	GEN
TOTALS:					**47**		
Afterschool art 4/14		25		3	28	N	CH
Afterschool art 4/21		45		8	53	N	CH
Afterschool art 4/28		40		8	48	N	CH
TOTALS:					**129**		
Baby storytime 4/6	6			5	11	N	CH
Baby storytime 4/13	9			7	16	N	CH
Baby storytime 4/20	11			8	19	N	CH
Baby storytime 4/27	19			11	30	N	CH
TOTALS:					**76**		
Mushroom basics 4/2				9	9	N	AD
Movie & crafternoon 4/17		14		2	16	N	CH
Grief support group 4/10				4	4		
Outreach Events - Name of Event + # visitors							
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	**130**	**126**	**31**	**98**	**637**		***Please circle or bold***

Branch Status Report

Branch	Submitted By	Month/Year 2026
Lakeside	Melissa Searle	APR

Branch Highlights - things to share, shout-outs, etc

(can include stories to share/quotes/tidbits/photos)

The Lakeside Friends of the Library are now an official 501(c)3-woohoo! They held their bi-annual sale this month and made about $1700. The Swenson locker has really taken off- it's well utilized and much appreciated by the families that regularly use it. Baby goat storytime was very popular- for all ages!

Statistics to Report

		Notes:
Head Count/Door Count:	1237	
Avg Daily Visitor Count:	56.23	
Meeting Room Reserved by Public:	1	Test proctoring
Ref Questions:	135	
Tech Ref Questions:	92	
Tech Reference - Libby:	6	
Circulation Stats:	2,241	
New Library Cards:	18	

Take Home KITS Given Out:	# Received	# Given Out
TNMake Kits:	55	48
STEM Kits:	0	0
TNCreate:	55	55
TNTry Kits:	0	0
Total:		

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

		Notes:
Computer Sessions:	71	
Length of All Sessions:	31.78	
WIFI Stats - Users:	256	
WIFI Stats - Total Data Used:	408.1540775	

Locker Pickups @	
Lakeside	47
Swenson	42

WiFi Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	*5*	*2*	*0*	*4*	*11*	*Y / N*	*CH/TN/AD/GEN*
ALL PROGRAMS:							Children/Teen/ Adult/General Int
Storytime Week 1:	13	0	0	9	22	Y / N	CH/TN/AD/GEN
Storytime Week 2:	10	3		8	21	Y / N	CH/TN/AD/GEN
Storytime Week 3:	19	0	0	21	40	Y / N	CH/TN/AD/GEN
Storytime Week 4 (&5):	24	0	0	19	43	Y / N	CH/TN/AD/GEN
TOTALS:	66	3	0	57	126		
Tech Help with LOSC Week 1:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	0	0		
Program: Baby Goats Play Date	14	45	11	60	130	Y / N	CH/TN/AD/GEN
Program: Art for Adults: Stained Glass	0	0	0	6	6	Y / N	CH/TN/AD/GEN
Program: Scavenger hunt	89	18	0	0	107	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	**169**	**66**	**11**	**123**	**369**		*"Please circle or bold"*

Branch Status Report

Branch	Submitted By	Month/Year 2026
Loon Lake	Mary Klabenes	**APR**

Branch Highlights - things to share, shout-outs, etc

(can include stories to share/quotes/tidbits/photos)

The baby goat program was a big hit and we've had several people tell us how much they enjoyed it and how they hope to see the baby goats again next year.

The Mosaic class was popular and people are excited about the other two adult art programs later on this year.

The School Outreach was another success. I was able to speak with several patrons about the new library and tell them where it was. Some had questions about what their library card could do, and others were asking about printing. One of those people who had never been in the Loon Lake Library came in the next week to do some printing seemed very pleased when he left.

The scavenger hunt was widely successful. Some of our older kids like the more challenging scavenger hunts like the hot air balloons, but it is a little intimidating for the younger crowd, so I added a simpler animal one and the two did very well this month.

Statistics to Report

		Notes:
Head Count/Door Count:	1333	
Avg Daily Visitor Count:	60.6	22 open days
Meeting Room Reserved by Public:		
Ref Questions:	269	
Tech Ref Questions:	126	
Tech Reference - Libby:	2	
Circulation Stats:	2,238	
New Library Cards:	39	

Take Home KITS Given Out:	*# Received*	*# Given Out*
TNMake Kits: Bunny Ears	45	45
STEM Kits:		
TNCreate:Shrink Plastic Bookmarks	40	40
TNTry Kits:		
Total:	85	85

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

		Notes:
Computer Sessions:	183	
Length of All Sessions:	84.42	
WIFI Stats - Users:	325	
WIFI Stats - Total Data Used:	473.6990193	
Locker Pickups @ Loon Lake	21	

WiFi Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	*5*	*2*	*0*	*4*	*11*	*Y / N*	***CH**/TN/AD/GEN*
ALL PROGRAMS:							Children/Teen/ Adult/General Int
Storytime Week 1: Canceled Storytime					0	Y / N	CH/TN/AD/GEN
Storytime Week 2:	7			5	12	Y / **N**	CH/TN/AD/GEN
Storytime Week 3:	9			5	14	Y / **N**	CH/TN/AD/GEN
Storytime Week 4: For week 5, See Fire Station Storytime below	12			6	18	**Y** / N	CH/TN/AD/GEN
TOTALS:	28	0	0	16	44		
Tech Help with LOSC Week 1:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	0	0		
Program: Resume Help				1	1	Y / **N**	CH/TN/AD/GEN
Program: Breakout Box		3		1	4	Y / **N**	CH/TN/AD/GEN
Program: Friends Meeting				10	10	Y / **N**	CH/TN/AD/GEN
Program: Baby goats		56		45	101	Y / **N**	CH/TN/AD/GEN
Program: Mushroom		1		13	14	Y / **N**	CH/TN/AD/GEN
Program: Mosaics				14	14	Y / **N**	CH/TN/AD/GEN
Program: Balloon Scavenger Hunt					40	Y / N	CH/TN/AD/GEN
Program: Animal Scavenger Hunt					86	Y / N	CH/TN/AD/GEN
Program: Fire Station Storytime	43			25	68	Y / N	CH/TN/AD/GEN
Program: Book Club				9	9	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event: Loon Lake School Family Night					38	**Y** / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	71	60	0	134	429		***Please circle or bold***

Branch Status Report

Branch	Submitted By	Month/Year 2026
Northport	Wright Halbert	**APR**

Branch Highlights - things to share, shout-outs, etc

(can include stories to share/quotes/tidbits/photos)

1. Wright added the Onion Creek middle schoolers to his outreach, doing a presentation on how to use the online catalog and order books to be delivered and picked up. It was great to see some of the kids that had grown. 2. We had a good turnout for the art for adults - Mosaics progran, and attendees had a great time.

Statistics to Report

		Notes:
Head Count/Door Count:	173	
Avg Daily Visitor Count:	15	12 Days Open
Meeting Room Reserved by Public:		
Ref Questions:	24	
Tech Ref Questions:	12	
Tech Reference - Libby:	1	
Circulation Stats:	273	
New Library Cards:	6	

Take Home KITS Given Out:	*# Received*	*# Given Out*
TNMake Kits:	10	10
STEM Kits:		
TNCreate:	10	3
TNTry Kits:		
Total:		

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

		Notes:
Computer Sessions:	42	
Length of All Sessions:	44:03:00	
WIFI Stats - Users:		
WIFI Stats - Total Data Used:		
Locker Pickups @ Northport	36	
Locker Pickups @ Onion Creek	61	

WiFi Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	*5*	*2*	*0*	*4*	*11*	*Y / N*	*CH/TN/AD/GEN*
ALL PROGRAMS:							Children/Teen/ Adult/General Int
Storytime Week 1:	10			1	11	Y	CH
Storytime Week 2:	10			1	11	Y	CH
Storytime Week 3:					0	Y	CH
Storytime Week 4 (&5):					0	Y	CH
TOTALS:	20	0	0	2	22		
Tech Help with LOSC Week 1:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	0	0		
Program: Art for Adults - Mosaics 4/3				11	11	N	AD
Program: Mushroom Basics 4/7				2	2	N	AD
Program: Onion Creek Outreach 4/1		16		2	18	Y	CH
Program: Onion Creek Outreach 4/15		16		4	20	Y	CH
Program: Onion Creek Outreach 4/29		26		4	30	Y	CH
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	**20**	**58**	**0**	**25**	**103**	***Please circle or bold***	

Branch Status Report

Branch	Submitted By	Month/Year 2026
Hunters		APR

Branch Highlights - things to share, shout-outs, etc

(can include stories to share/quotes/tidbits/photos)

I helped the Hunters Food Bank with setting up an ID.me account to enable them to complete their taxes. Mushroom Basics brought in new library visitors, and we signed up 2 new folks with cards. We consistantly are offering help with cell phone issues, online accounts, and finding resources online.

Statistics to Report

		Notes:
Head Count/Door Count:	98	open 9 days
Avg Daily Visitor Count:	10.9	
Meeting Room Reserved by Public:	0	
Ref Questions:	12	
Tech Ref Questions:	14	
Tech Reference - Libby:	2	
Circulation Stats:	104	
New Library Cards:	3	

Take Home KITS Given Out:	*# Received*	*# Given Out*
TNMake Kits:	10	3
STEM Kits:	0	
TNCreate:	5	5
TNTry Kits:	0	
Total:	15	8

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

		Notes:
Computer Sessions:	17	
Length of All Sessions:	11 hr 29 min	
WIFI Stats - Users:	46	
WIFI Stats - Total Data Used:	128	

Locker Pickups @ Hunters	2
Gifford	14
Fruitland	8
Addy	3

WiFi Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	*5*	*2*	*0*	*4*	*11*	*Y / N*	*CH/TN/AD/GEN*
ALL PROGRAMS:							Children/Teen/ Adult/General Int
Storytime Week 1:					0	Y / N	CH/TN/AD/GEN
Storytime Week 2:					0	Y / N	CH/TN/AD/GEN
Storytime Week 3:					0	Y / N	CH/TN/AD/GEN
Storytime Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	0	0		
Tech Help with LOSC Week 1:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	0	0		
Program: Mushroom Basics				6	6	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors					0	Y / N	CH/TN/AD/GEN
Outreach Event: Columbia School Delivery				27	27	Y / N	CH/TN/AD/GEN
Outreach Event: Evergreen School Delivery		7		7	14	Y / N	CH/TN/AD/GEN
Outreach Event: Summit Valley School Delivery				2	2	Y / N	CH/TN/AD/GEN
Outreach Event:							
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	7	0	42	49	***Please circle or bold***	

Branch Status Report HARDCOPY FOR DESK STATS

Branch	Submitted By	Month/Year 2026
Chewelah	Melissa Searle	APR

Branch Highlights - things to share, shout-outs, etc *(can include stories to share/quotes/tidbits/photos)*

The Baby goat playdate program was a major hit in Chewelah. Patrons really enjoyed the mushroom program as well. Meeting room use has gone up this month, and we have several reservations for May as well. The arts guild has hung the entries for their annual pencil drawing contest in the meeting room utilizing the new picture hanging system and it's been working really well. Patrons have commented on enjoying having the art displayed-it's a great partnership.

Statistics to Report

		Notes:
Head Count/Door Count:	1508	
Avg Daily Visitor Count:	68.55	
Meeting Room Reserved by Public:	6	
Ref Questions:	29	
Tech Ref Questions:	24	
Tech Reference - Libby:	4	
Circulation Stats:	2,479	
New Library Cards:	23	

Take Home KITS Given Out:	# Received	# Given Out
TNMake Kits:	80	67
STEM Kits:	0	0
TNCreate:	40	40
TNTry Kits:	0	0
Total:	120	107

Ref Q, Tech Ref: record two days - add together, divide by 2, then times by # of days open in month

		Notes:
Computer Sessions:	311	
Length of All Sessions:	179.38	
WIFI Stats - Users:	606	
WIFI Stats - Total Data Used:	309.9363005	
Locker Pickups @ Chewelah	4	

WiFi Stats by Month from ExBabylon

Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Program Specific Stats

Programming Spreadsheet 2026	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	*5*	*2*	*0*	*4*	*11*	*Y / N*	*CH/TN/AD/GEN*
ALL PROGRAMS:							Children/Teen/ Adult/General Int
Storytime Week 1:	12			6	18	Y / N	CH/TN/AD/GEN
Storytime Week 2:	7			5	12	Y / N	CH/TN/AD/GEN
Storytime Week 3:	11			6	17	Y / N	CH/TN/AD/GEN
Storytime Week 4 (&5):	7			5	12	Y / N	CH/TN/AD/GEN
TOTALS:	37	0	0	22	59		
Tech Help with LOSC Week 1:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 2:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 3:					0	Y / N	CH/TN/AD/GEN
Tech Help with LOSC Week 4 (&5):					0	Y / N	CH/TN/AD/GEN
TOTALS:	0	0	0	0	0		
Program: Mushroom basics				9	9	Y / N	CH/TN/AD/GEN
Program: Craft Lounge					0	Y / N	CH/TN/AD/GEN
Program: Trivia in the stacks				8	8	Y / N	CH/TN/AD/GEN
Program: Baby Goat Playdate	13	27	6	50	96	Y / N	CH/TN/AD/GEN
Program:Scavenger Hunt (EoM)					74	Y / N	CH/TN/AD/GEN
Program:This or That					44	Y / N	CH/TN/AD/GEN
Program: Brick Builders Week 1-4&5		1		1	2	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Program:					0	Y / N	CH/TN/AD/GEN
Outreach Events - Name of Event + # visitors							
Outreach Event:					0	Y / N	CH/TN/AD/GEN
Outreach Event:					0	Y / N	CH/TN/AD/GEN
TOTALS:	**50**	**28**	**6**	**90**	**292**		***Please circle or bold***