

STEVENS COUNTY RURAL LIBRARY DISTRICT
Board of Trustees Regular Meeting
February 15, 2018
Loon Lake Library
4008 Cedar St., Loon Lake, WA 99148

The regular meeting of the Stevens County Rural Library District Board of Trustees was called to order at 10:02 a.m. by Trustee Chair Catharine Whitby. In attendance were Catharine Whitby, Chair; JD Meacham, Trustee and Linda Shaw, Trustee. Adena Sabins, Trustee, joined the meeting at 10:14. Amanda Six, District Director; Janet Eide, Business Manager and Becca Moore, Administrative Assistant were also present. Rick Moore, Vice Chair was absent from the meeting.

VISITORS – none

GREETINGS – Catharine welcomed everyone to the meeting.

PUBLIC COMMENT – None

AGENDA CHANGES – None

ACTION ITEMS

- (1) The minutes from the Board of Trustees Regular Meeting of January 18, 2018 were reviewed.
- (2) The minutes from the Board of Trustees Conference Call of February 7, 2018 were reviewed.
- (3) The following vouchers and warrants were approved for payment:
Accounts Payable 1/9 -2/1/18 – 65 Vouchers total \$58,007.61
Payroll Warrants January 2018 – 29 Direct Deposits for a total of \$75,186.96
- (4) Detailed Revenue & Budget Status Reports for 2017 13th month and January 2018.
- (5) The Director's January 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

JD would like for each library branch to have name tags with the Library logo available for use at Friends events, bookclubs and other programming. Becca will make some up and send to each branch to have on hand.

UNFINISHED BUSINESS

- (1) **Board Retreat – April 11th** – The retreat will be held at Catharine's house. The board agreed that the focus of the discussions should be on Annexation and a Lid Lift. Amanda will review the Action Items list and email the Board a summary report for discussion on the Conference Call. This will help create an agenda for the Board Retreat. Amanda hopes to email by Friday, February 23rd.

Adena reported that she has been selected for a seat on the Colville City Council. The City has asked her to resign from the Library Board of Trustees because of a perceived conflict of interest. She will send a letter to the County Commissioners, the Library District and the City of Colville. Amanda and the Trustees congratulated Adena and thanked her for her service on the Board of Trustees.

- (2) **2018 Legislative Day** – Amanda has signed everyone Catharine, Rick, Linda, and herself for the ALA Boot Camp on February 28. Amanda has also arranged a meeting with Senator Shelly Short on the morning of February 28 and with Representative Jacqueline Maycumber the morning of March 1. The group will also meet with Representative Joel Kretz, but will probably need to pull him off the floor of the House for a few moments. The WLA Board is very excited to hear that the Stevens County Board of Trustees will be represented at Legislative Day! Amanda will share more information on the agenda and schedule as she has it to share.

NEW BUSINESS

- (1) **Public Records – Policy 0029** – The Board reviewed the new policy edited and crafted by the Library District’s Attorney. After discussion the Board called for a vote. Amanda will nail down suggested procedures for this policy in the next few months. At the March meeting a resolution, suggested by the attorney, regarding indexing records will be presented to the Trustees.

Motion made to accept new Policy 0029 – Public Records.

Motion made: Linda

Motion seconded: Adena

All in favor: Unanimous

REPORTS

- (1) **Director’s Report: Attachment**
- (2) **Trustee/Liaison Report:** Rick created and shared a document with info of what the Board has been up to this last year. The Trustees discussed and will review further and give their feedback. JD and Linda will rework it and present at a later meeting. Adena has joined the Rotary Club of Colville. The Library Foundation, in conjunction with Colville Rotary and the Colville School District, is helping to fund the Dolly Parton Imagination Library Project. Each month, Dolly Parton’s Imagination Library mails a high-quality, age-appropriate book to all registered children (birth to age 5), addressed to them, at no cost to the child’s family.
- (3) **Others:**

ADJOURNMENT

The meeting of the Board of Trustees was adjourned at 11:55 a.m.

Chair adjourned the meeting.

Respectfully submitted:



Amanda Six, Secretary, SCRLD



Catharine Whitby, Board Chair

3/15/18

Date

STEVENS COUNTY RURAL LIBRARY DISTRICT
Board of Trustees Conference Call
February 7, 2018

The meeting was called to order at 9:05 a.m. by Catharine Whitby. Present were Catharine Whitby, Chair; Rick Moore, Vice-Chair; Adena Sabins, Trustee; JD Meacham, Trustee; Amanda Six, Director; Janet Eide, Business Manager and Rebecca Moore, Administrative Assistant. Trustee Linda Shaw was absent from the meeting.

AGENDA

- **OPENING**
- **PUBLIC COMMENT** - none
- **AGENDA CHANGES** – add Legislative Day to Discussions
- **ACTION ITEMS**
 - **Long Overdue, Lost or Damaged Library Materials – Charges & Refunds Policy** – The Trustees reviewed the compiled edits and called for a vote.

Motion made to accept the Long Overdue, Lost or Damaged Library Materials – Charges & Refunds Policy as edited.
Motion made: Rick
Motion seconded: JD
All in favor: Unanimous
- **DISCUSSIONS**
 - **February 15th – Regular Board Meeting - Agenda Changes** – none
 - **Legislative Day** – Amanda discussed details that have come together so far. Rick and Catharine will be attending. JD and Adena are unable to attend. They believe Linda is also attending but will confirm with her at the meeting next week. Amanda has made hotel reservations and set up a few meetings with our District 7 legislative representatives. She will register for the ALA Legislative Boot Camp and report back at the regular meeting next week.
- **NEW BUSINESS** – none
- **ADJOURNMENT** – 9:17 a.m.

Respectfully submitted:


Amanda Six, Secretary, SCRLD

Accepted By:


Catharine Whitby, Board Chair

02/15/18
Date

Next Conference Call is Wednesday, March 7th at 9 a.m.

Library Director's Report

February 2018

Information Sharing

- Amanda attended the Library Directors' meeting in Federal Way from January 24-26. Topics discussed included: public records requests, rural broadband, and diversity in the work place.

Chewelah from Bryan Tidwell

- Our after-school games day was a huge hit with dozens of kids and adults coming in to try new games. We will repeat it again in March when Chewelah schools do another early release.
- Our Wool Spinning workshop is filling up fast and we're so grateful for the help from Dean Hyden with this unique program.
- Other programs on the near horizon include our hope to present a gardening program with the Master Gardeners at WSU and a city-wide "Flash Fiction" contest in coordination with the local paper. Still finalizing details on those.
- Editing continues for our county-wide "Reading Radio" program.
- As for staffing, we've been hit by the same rash of colds that have run rampant throughout the country this year with nearly all of our staff out for some period of time, myself included. Thankfully, because we're fully-staffed and because Matt has been so flexible, we've weathered the storm without issue or interruption to our services.
- We've got a couple new pieces of furniture coming in soon for our kids' area as we slowly update that space to make it more inviting for kids and parents. The Friends have also graciously agreed to buy us new Kindle Fires for the kids.

Colville from Sarah English

- The Colville Public Library was named to *The Statesman's* 2018 Honor Roll of Businesses "in recognition of the important role local businesses play in the vitality, economic growth and stability of the Northeast Washington community."

January 24, 2018

Statesman-Examiner

85

2018 Honor Roll of Business

AVISTA
Involved with our communities since 1889
800-227-9187

Colville Monument Works
224 N. Main Street, Colville 509-684-2584
M-F 9:00 a.m. - 4:30 p.m.
Evenings and weekends available by appointment.

In recognition of the important role local businesses play in the vitality, economic growth and stability of the northeast Washington community, both historically and currently, the following Honor Roll of Businesses represents a compendium of over 100 years of community services - from the forerunners in our business communities to the newest additions.

Statesman
The Statesman-Index was the forerunner of the print media presence in Colville. The old index hit the busy streets of Colville in 1898. The newspaper finally closed from 1923 to 1927. In 1907, Colville's growing newspaper readership had another newspaper. The Colville Examiner made the young community a two newspaper town before the Index and Examiner merged in 1946 to form the Statesman Examiner.
220 South Main • PO Box 271
Colville WA • (509) 684-4567
statesmanexaminer.com

LIBRARIES OF STEVENS COUNTY
"Libraries represent what we should never take for granted: the freedom to read, the freedom to choose and the freedom to share our ideas."
- NY Times, Dec. 27, 2012

Colville Public Library
Celebrating 107 Years!

For over 100 years the Colville Library has provided access to knowledge and a place to share ideas.
Today's library continues to meet the needs of a changing world of information.
Visit us at 195 S. Oak St. in Colville
www.thelosc.org

Celebrating 122 Years!

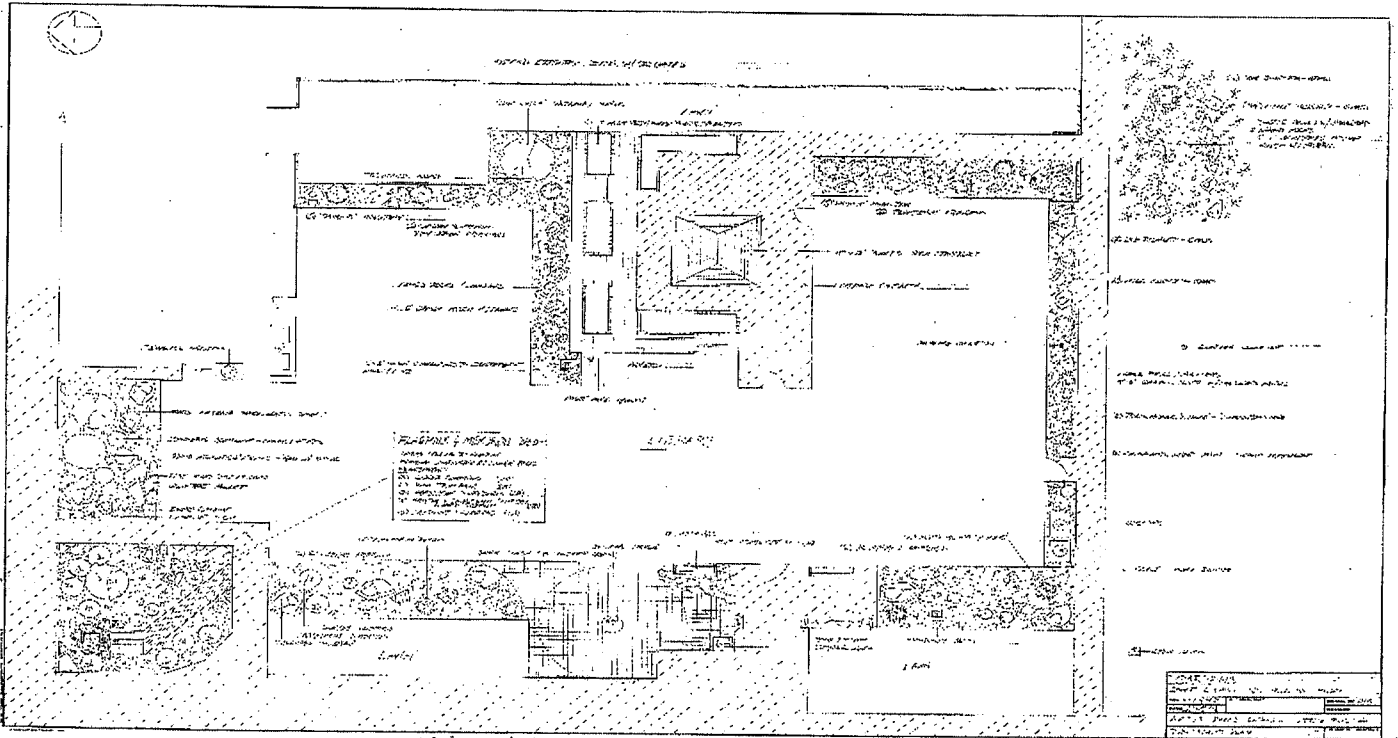
- Staff have been able to take some much-needed (and deserved) vacation this month. Starting from a full staffing level has been so helpful in scheduling coverage.
- Looking ahead, poet Lynn Schott will be sharing poetry by female poets in celebration of Women's History Month at a reading on March 14 at 5:30 pm. Please join us.

Hunters from Megan Bush

- Hunters Library was closed all day on January 24th due to a large power outage. All of Hunters, Fruitland, Cedonia, Bissel, and Enterprise were without power for 22 hours. This is the 6th power outage in Hunters since the beginning of the year that has lasted more than 2-4 hours. I've heard rumors that Rural Resources might be looking into getting a generator for the apartments and senior center, but I haven't been able to confirm anything.
- I have been keeping tabs on foot traffic throughout the month of January - Hunters saw an average of 24 patrons per day.
- Katy came down to Hunters to do some tech help in January. Although no one came in to actually get tech help, Katy had the opportunity to get to know several Hunters patrons and they all enjoyed seeing her.
- There has been renewed interest in the seed library now that the snow is starting to melt and we're seeing sunshine again. I'm looking forward to our mini-greenhouse class with the extension office on March 7th at the Hunters Library.
- Catharine Whitby has agreed to conduct a Master Gardener class in HN on Wednesday, March 7, 1-2pm.

Kettle Falls from Katy Pike

- ApPy Hour (device help) @ KF on 1/16/18 drew 4 people.
- Librewry Trivia Night is happening Feb. 24th, 3-5 PM at Northern Ales. Participate and win some prizes!
- Even with the schedule change from Wednesdays to Tuesdays, afterschool art still had 24 kids attending last week.
- We are starting a very small seed exchange at our branch. We have a local gardener who is donating some starter seeds.
- We now have a Kettle Falls Writer's Group. A firm schedule has not been set. (I did notify Loren Cruden of this opportunity. She will pass on the invitation to her writer's group once I have more information.)
- Genealogy class interest has been high! At the next meeting, I will be promoting LOSC access to Ancestry.com to the participants in the class.
- FOL Book club is once again using our Kindles to read Dan Brown's *Origins* for the March meeting.
- Kettle Falls "Moving Forward": (This group has a Facebook Page). It looks like the KF Chamber President, Phil Teller has been appointed at the Mayor's request, to be the director of the new Main Street town committee.
- The FOL has completely paid for and received a master landscape plan from Rob Blade. Attached is a copy. Please come by the Library if you would like to see a clearer/larger copy.
- Volunteer Luncheon: On Wed. Feb. 14th. I invited all of the KF volunteers, board members, director, active FOL members, district board, city council and mayor to attend a free luncheon catered by Backyard BBQ. I hope to have seen most of you there! :)
- FOL Book Lover's Tea: This year's tea is planned for March 17th, 1-3PM. We have following lined up thus far: Catharine will be MC. The invited Poets/authors: Marie Elliot, Loren Cruden, and Spokeman Review writer, Shawn Vestal.
- March 20-April 6th: I am taking vacation. Part of that time I will be in Japan visiting my cousin! :)



Lakeside from Brooke Golden

- Circulation was up in January and lots of new library cards were made.
- Storytime attendance continues to be high, with lots of new families moving into the neighborhood.
- Community stuff - the school district has a levy on the ballot and the new fire station is really coming along!
- Sally is busy cataloging some new materials for CH, as Bryan has been working on weeding and rebuilding the collection.

Loon Lake from Kristy Dyck

- Loon Lake had the first official Kids' Craft Club on February 6th. Jessica counted 17 attendees. We made Perler Bead crafts, and the kids were very into it. Lots of creativity! Lots of requests to do more of this type of event. Word is already spreading again and we expect even more next time. We will be doing this on the first Tuesday of each month. Colville is also doing it - same craft, day, and time. Working well coordinating these events together!
- Loon Lake's Tech Help has been changed to Mondays. Bryan's first Monday at Loon had three patrons vying for his expertise. The patrons really appreciate this help. So does the staff!
- We are beginning to talk a lot about summer reading, and our summer schedule is filling up already.
- Loon Lake Friend's Group is collecting books, new members, and money at an amazing rate. The new president is a wizard! Fun to watch the new enthusiasm.
- And, be sure to check out Jessica's super cool displays in the library.

Northport/Onion Creek from Katy Pike & Clifford Ward

- Device help at NP numbered 3 people on 1/23/18. Unfortunately, Clifford was feeling under the weather the next day and called in sick. So, Siena braved the weather and drove to OC to sub for a couple hours and complete the routing. (She offered tech help, but no one participated.)
- April 9-13th is the Window installation. While the library is closed, I am working on a plan with Clifford to rotate and refresh the Northport collection with other branches.
- The snow is melting!

- An old friend and paddle buddy Churchill Clark, is caretaking some other friends' place in Northport while they are gone in Mexico. I am trying to pin him down to do a presentation on what he does and who he is in February, but so far he hasn't given me a date. I'll be working on that today. Churchill tells the story of growing up sitting on his grandfather's knee, with him telling Churchill stories of his grandfather, who was William Clark, of Lewis and Clark fame. Church is an adventurer as well and loved camping as a kid and after high school took part in the bicentennial celebration/recreation of Lewis and Clark's journey, which followed the expedition's notes and did it all in period clothing and gear and took 2 and 1/2 years to complete. Churchill learned how to chop dugout canoes on that adventure and to this day makes a living chopping and selling dugout canoes and taking long paddles in them like he did a few years ago while soloing about 2,000 miles down the Missouri River. Churchill also took part in the first 1/3 of the Sea2Source Journey in 2013, but had to drop out because of complications with his back. (When he left, Donna-Gay and I joined up with the paddling crew at Frenchman's Coulee and basically paddled with them to the Canadian border).
- Continued success with the 1st and 3rd Tuesday Storytime taking it to the school, and on the 2nd and 4th Tuesdays I have a one pretty faithful mom and a few hit and miss'ers.

Technology Report from Jessica Varang

- Friends are seeing good success in the community - being preemptive in sharing sales, needs, and motives. President Holly has been a good cheerleader, networker, and support raiser. She is consistently pursuing the reinstatement of the 501(c)3 status for the Friends at Loon Lake.
- Working with ExBabylon on a possible Career Connected Learning Day at Mary Walker (or another) High School - would involve teaching high school students on the basics of learning computer skills on our old equipment (predicting/testing longevity of the machine) and then wiping it for our upcoming Surplus Sale this Spring - very exciting! Thanks to Elijah for thinking of this idea.
- Presenting to local Boy Scout troop on Internet Safety and Fake News this week
- We appreciate you, Board members!! XOXO - Jessica

March **BOOK** Madness

2018

- Wonder 1
- Rules 16
- Echo 8
- Wonderstruck 9
- Boy in the Striped Pajamas 5
- Book Thief 12
- The 100 4
- Michael Vey 13
- Beautiful Creatures 6
- Twilight 11
- Maze Runner 3
- Divergent 14
- Little Princess 7
- Secret Garden 10
- The Giver 2
- Time Machine 15
- Anne of Green Gables 1
- Little Women 16
- Island of the Blue Dolphins 8
- Hatchet 9
- Hello, Universe 5
- Wolf in the Snow 12
- City of Ember 4
- 5th Wave 13
- Judy Moody 6
- Diary of a Wimpy Kid 11
- Story of Ferdinand 3
- Corduroy 14
- Winnie-the-Pooh 7
- Velveteen Rabbit 10
- Millions of Cats 2
- The Giving Tree 15

- Girl in the Red Coat 1
- Room 16
- Gone With the Wind 8
- Pride & Prejudice 9
- Underground Railroad 5
- The Known World 12
- Wool 4
- The Road 13
- Kite Runner 6
- Water for Elephants 11
- A Light Between Oceans 3
- A Man Called Ove 14
- Game of Thrones 7
- Outlander 10
- Nightingale 2
- All the Light We Cannot See 15
- Swing Your Sword 1
- Glory Hounds 16
- Hidden Figures 8
- Radium Girls 9
- Grit 5
- Tribe of Mentors 12
- Fast Food Genocide 4
- Omnivores Dilemma 13
- Soul Surfer 6
- The Bear's Embrace 11
- Stolen Innocence 3
- Finding Me 14
- Bossy Pants 7
- If You Ask Me 10
- Educated 2
- Wild 15

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CHAMPION

