

STEVENS COUNTY RURAL LIBRARY DISTRICT
Board of Trustees Regular Meeting
March 15, 2018
Colville Public Library
195 S. Oak, Colville, WA 99114

The regular meeting of the Stevens County Rural Library District Board of Trustees was called to order at 10:04 a.m. by Trustee Chair Catharine Whitby. In attendance were Catharine Whitby, Chair; Rick Moore, Vice Chair; JD Meacham, Trustee and Linda Shaw, Trustee. Amanda Six, District Director; Janet Eide, Business Manager and Becca Moore, Administrative Assistant were also present.

VISITORS – Andrew Engell, a representative from Cathy McMorris-Rodger’s office, attended the meeting. At 12:00 Max Speedwell, a local resident, joined the meeting.

GREETINGS – Catharine welcomed everyone to the meeting.

PUBLIC COMMENT – Andrew shared that he likes the library and gave input throughout the meeting. Max shared some concerns he has with the library being relevant to the community. Catharine thanked him for his feedback and invited him to follow up with the Trustees regarding any additional concerns he has. They exchanged phone numbers.

AGENDA CHANGES – Add Chewelah Roof to New Business.

ACTION ITEMS

- (1) The minutes from the Board of Trustees Regular Meeting of February 15, 2018 were reviewed.
- (2) The minutes from the Board of Trustees Conference Call of March 7, 2018 were reviewed.
- (3) The following vouchers and warrants were approved for payment:
Accounts Payable 2/7 -3/2/18 – 56 Vouchers total \$66,020.50
Payroll Warrants February 2018 – 26 Direct Deposits for a total of \$70,474.89
- (4) Detailed Revenue & Budget Status Reports for February 2018.
- (5) The Director’s February 2018 timesheets and accumulated vacation & sick hours were reviewed.

Motion made to accept the Consent Agenda.

Motion made: JD

Motion seconded: Rick

All in favor: Unanimous

UNFINISHED BUSINESS

- (1) **Board Retreat – plan agenda** – After some discussion about what the Trustees wished to discuss at the retreat they decided to postpone the retreat until April 25th to allow time to meet with some representatives from both the cities of Colville and Kettle Falls. The retreat will be at Catharine’s house from 9:30-3:00. Amanda would like to come away with a roadmap regarding annexation and a possible lid lift. Amanda will send her information sheet on annexation to the Board for them to review before the Retreat. Rick would also like to see the previous lid lift timeline information. Amanda will share that as well. Amanda will set up some meetings with both mayors and possibly with the city advisory boards. She will include the Trustees in these meetings if they are available.

NEW BUSINESS

- (1) Resolution 02-2018 Indexing Records** – The Board reviewed the resolution and called for a vote.

Motion made to accept Resolution 02-2018 Indexing Records.

Motion made: Rick

Motion seconded: Linda

All in favor: Unanimous

- (2) Review Draft of Inter-local agreement with North Central Regional Library System** – After meeting with North Central and talking to other library systems in the State, Amanda presented a draft inter-local agreement for the Board to review. Key points of the draft include: in return for allowing Ferry County residents that reside in eastern Ferry County to have access to the Library, North Central will offer books by mail to homebound patrons inside the Libraries of Stevens County. The Board reviewed the agreement and had a few questions: Should Ferry County residents have a different type of card? Amanda said that would be a possibility. Will services be equal? Who determines what constitutes “homebound?” Amanda explained that Rural Resources has a number of about 400 people in the county that have been identified as homebound and that when the District previously serviced patrons from Ferry County there were about 400 cards issued. The Board suggested a review of cost analysis should be considered every few months. Amanda hopes to have a joint Board meeting, or work group, with North Central via Zoom to address additional questions and concerns. Amanda noted that cards would be available to all residents of the North Central Regional Library System, but that because a person must come into a library in Stevens County to get a card, only residents adjacent to Stevens County would likely get a card.
- (3) Chewelah Roof** – The City of Chewelah is re-roofing City Hall and has asked the Library District if the Chewelah Library would like to be included in the quote. The Trustees would like to review the survey from the building purchase, move forward with bids, and discuss costs at the regular meeting next month. Staff will forward the survey to the Board.

REPORTS

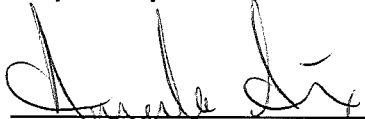
- (1) Director’s Report: Attachment**
- (2) Trustee/Liaison Report:** JD reported that the Foundation’s next meeting is March 28, 2018, 11:30 am at the Colville Library. Catharine shared that she hosted a Mini Greenhouse Gardening program at both Hunters and Kettle Falls Libraries as a Master Gardener. She encouraged the Trustees to think about promoting library events via email or their own Facebook page. JD and Linda are working on the end-of-year summary. Linda, Rick and Catharine shared highlights of their visit to Olympia for Legislative Day and library advocacy at the end of February. They met with all three state legislators (Shelly Short, Jacqueline Maycumber, and Joel Kretz) to encourage them to support legislation that improves early literacy, job skill training for adults, and improved rural broadband. The group also met with Betty Buckley, Executive Director of WTIA (a rural telecom trade association) and Cindy Aden, State Librarian. Catharine added that she would like to discuss the storytelling advocacy piece at the board retreat. JD thanked them for attending since he was unable to.
- (3) Others:**

ADJOURNMENT

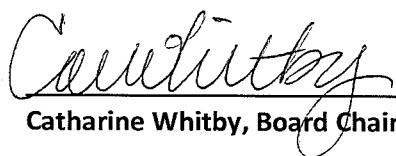
The meeting of the Board of Trustees was adjourned at 1:06 p.m.

Chair adjourned the meeting.

Respectfully submitted:



Amanda Six, Secretary, SCRLD


Catharine Whitby, Board Chair

Date

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

The meeting was called to order at 9:11 a.m. by Catharine Whitby. Present were Catharine Whitby, Chair; JD Meacham, Trustee; Linda Shaw, Trustee; Amanda Six, Director; Janet Eide, Business Manager and Rebecca Moore, Administrative Assistant. Trustee Rick Moore was absent from the meeting.

AGENDA

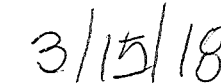
- **OPENING**
- **PUBLIC COMMENT** – none
- **AGENDA CHANGES** – none
- **ACTION ITEMS** – none
- **DISCUSSIONS**
 - **March 15th – Regular Board Meeting - Agenda Changes** – none. Amanda let the Trustees know that if a draft of the Inter-local agreement with NCRL is made available before the meeting she will send out.
 - **Board Retreat, April 11: Location, time and agenda** – The Retreat will be held at Catharine's house from 9:30-3:00. Agenda will be discussed at the regular meeting next week. Catharine will send out directions.
- **NEW BUSINESS** – none
- **ADJOURNMENT** – 9:26 a.m.

Respectfully submitted:


Amanda Six, Secretary, SCRLD

Accepted By:


Catharine Whitby, Board Chair


Date

Next Conference Call will be a ~~Board Retreat~~ Wednesday, April 11th at ~~9:30~~ 9:00 a.m. at ~~Catharine Whitby's House~~.

Library Director's Report

March 2018

Information Sharing

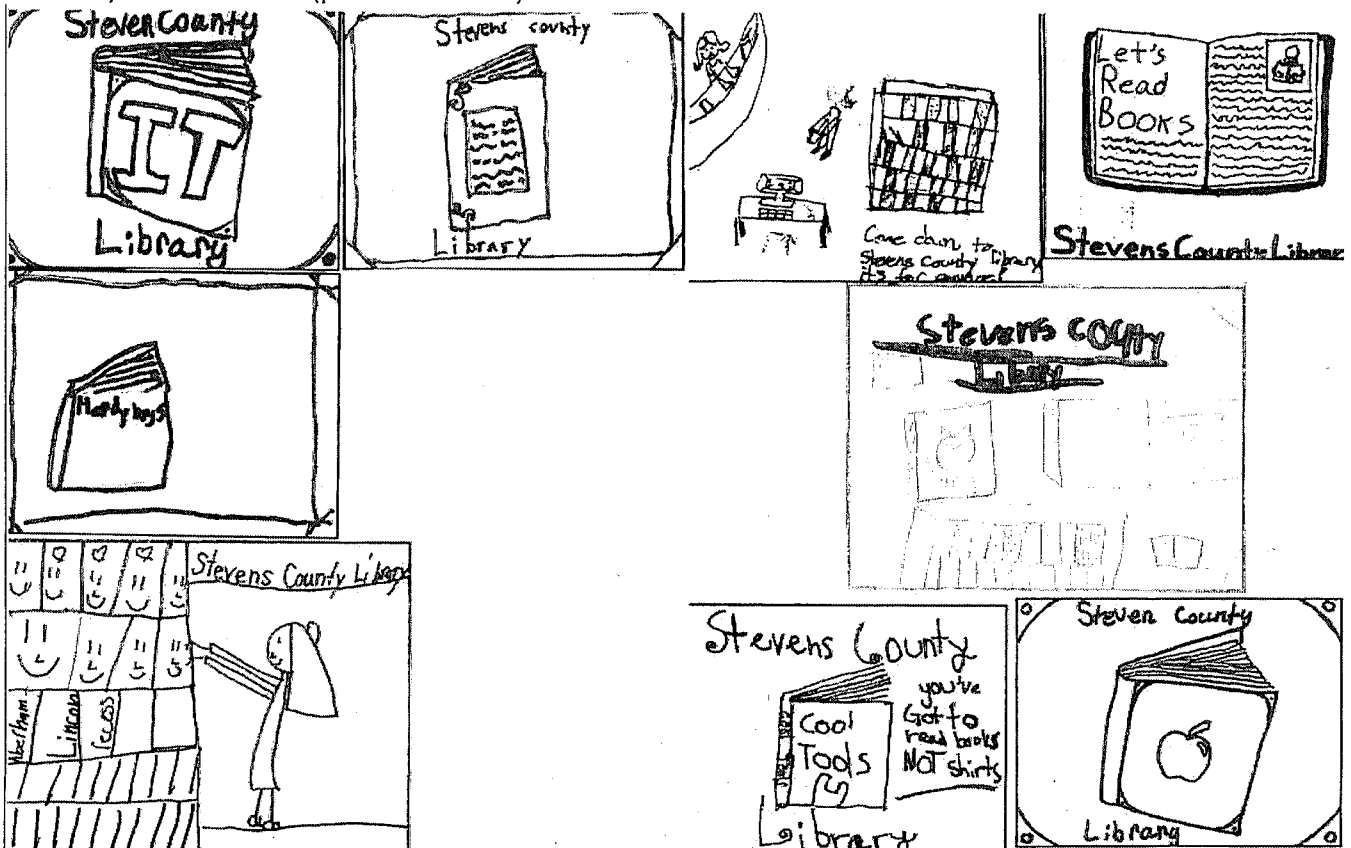
- Amanda traveled with three board members, Rick Moore, Catharine Whitby, and Linda Shaw to Olympia to advocate for public libraries. Specifically, they met with all three state legislators (Shelly Short, Jacqueline Maycumber, and Joel Kretz) to encourage them to support legislation that improves early literacy, job skill training for adults, and improved rural broadband. The group also met with Betty Buckley, Executive Director of WTIA (a rural telecom trade association) and Cindy Aden, State Librarian.

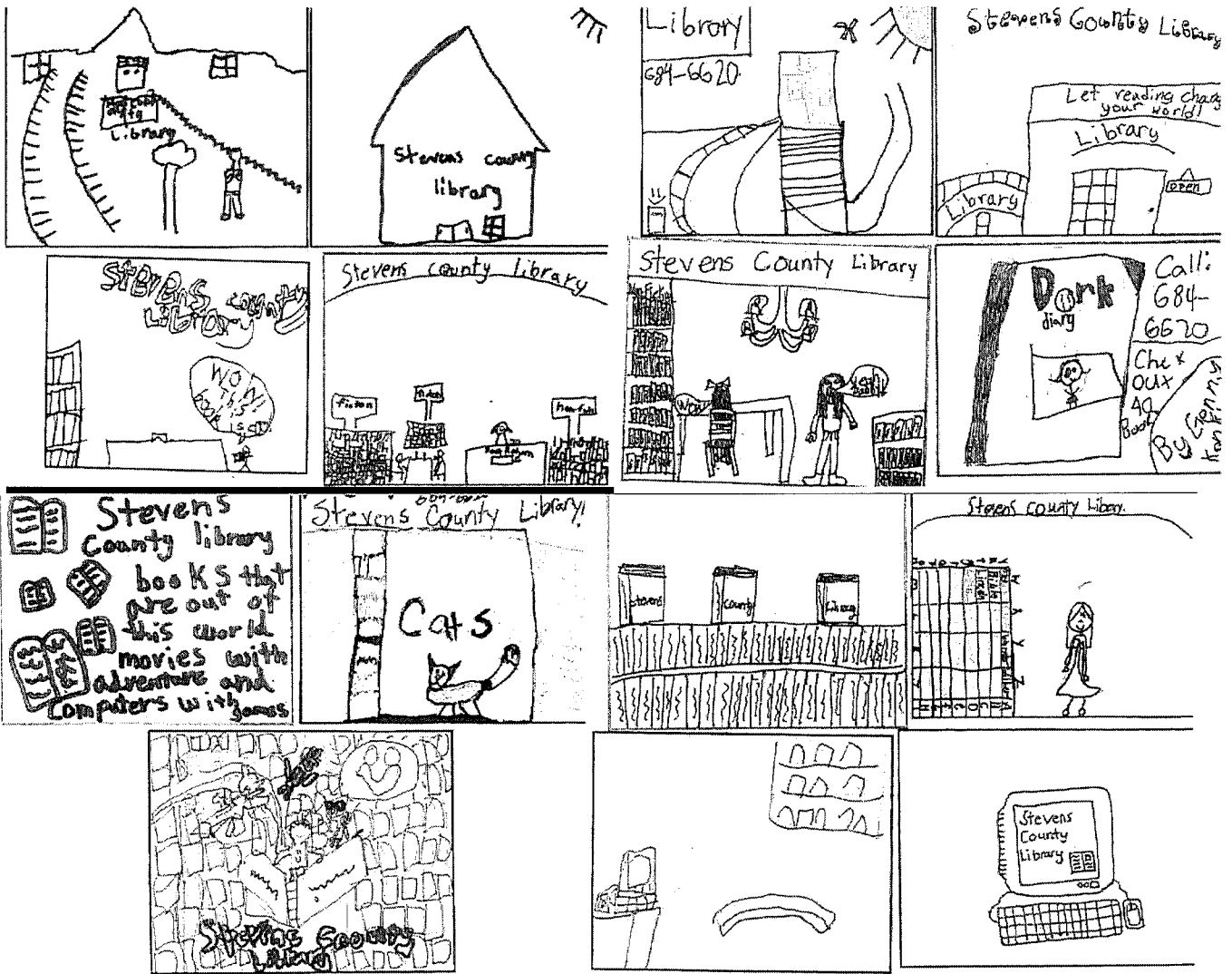
Chewelah from Bryan Tidwell

- Chewelah just wrapped up our Wool Spinning workshop with a huge demand from the community to do more. We're already working with Dean Hyden (our instructor and shepherd) to line up some future programming.
- Katie and I were fortunate to be able to take part in Gess Elementary's celebration for "Read Across America," and we each spent some time reading to kids. I really enjoyed my time with the 5th grade classes reading a few chapters of Dahl's "Matilda."
- The last week of March will be heavy for programming here, so I'll report on that next month. And be sure to keep an ear out for the Library System's underwriting on KCHW 102.7 (you can usually catch it around 12:30). We've been so fortunate to partner with Scott at KCHW to help us reach out into Stevens County

Colville from Sarah English

- 24 area school students selected the Libraries of Stevens County for their entry in the Design-an-Ad contest put on by the Statesman. (photos attached)





- We have some really creative kids and staff. Two events this month really highlight their exceptionality.
- Seeing how much fun Augie was having visiting us at the library, another dog wanted to join in on the fun. Our after school crowd took it upon themselves to seek out the owner. When no one was located in the vicinity, they created flyers using the library computers (which also meant that they were giving up some of their 90-minute time) to help reunite the dog and owner. As with many good stories this one has a happy ending. (copy attached)



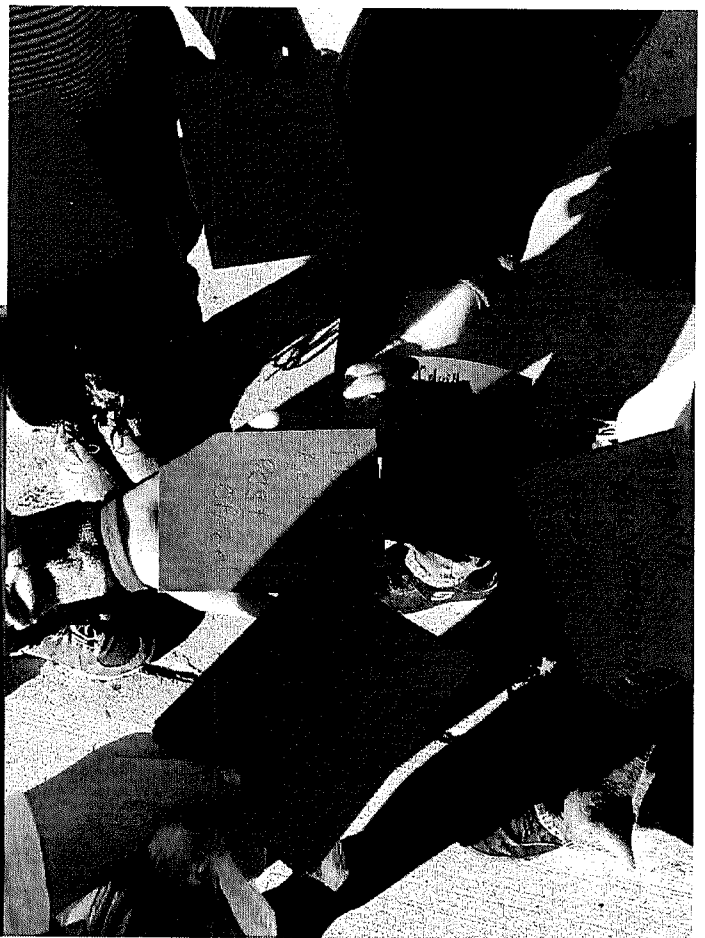
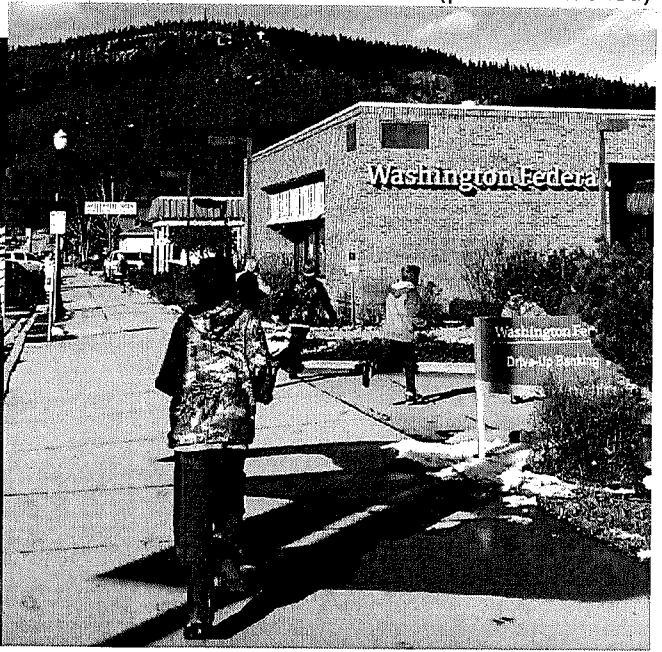
FOUND DOG.

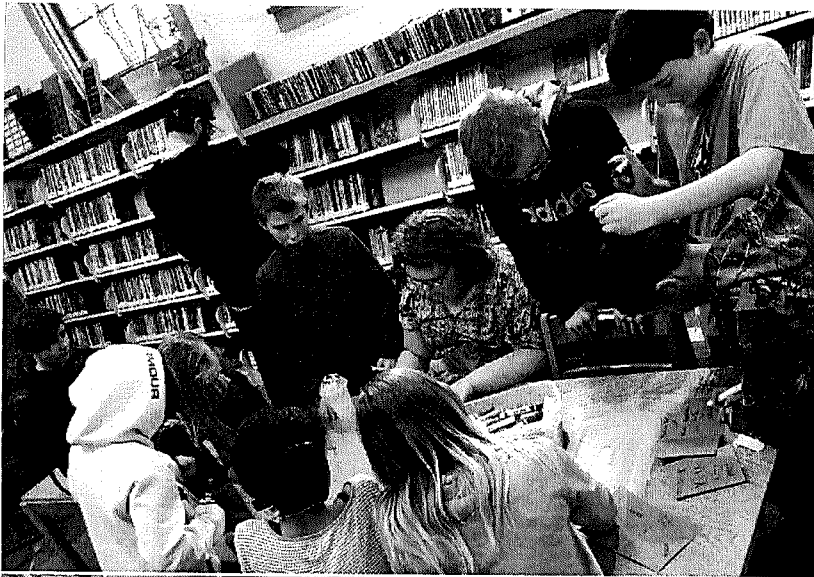
- Orange Collar
- Missing Piece Of Ear
- Very Hyper
- Looks Like A Husky Black Lab Mix
- Found At The Colville Public Library
- Male
- Name: unknown
- Brown eyes

IF YOU OWN THIS DOG PLEASE CALL:

(509)-690-4019

- Many of these same children spent a good deal of time at the Library on the recent school holiday. Anna created a scavenger hunt for them after contacting local businesses—including Allusions, the post office, city hall and the Colville Fitness Center—to participate. She created and planted clues that led participants to the next site. Writing thank you notes to the participating businesses was also part of the fun exercise. (photos attached)





Hunters from Megan Bush

- Wednesday, March 7th was the mini greenhouse gardening class with Catharine Whitby at Hunters. We had participants from all age groups participate and everyone really enjoyed it!
- The seed library has gained quite a bit of traction over the last few weeks as patrons get ready for spring.
- The new book drop in Fruitland continues to be a big hit - many people have commented how convenient it is to drop their returns off there instead of coming "all the way" to Hunters :)

Kettle Falls from Katy Pike

- Librewry Trivia Night on Feb. 24th, 3-5 PM at Northern Ales. It drew over 50 participants. We had several library card inquiries as a result of this on Monday. Megan and Melinda have decided to offer trivia every other month at Northern Ales. Schedule TBA.
- Catharine Whitby has agreed to conduct a Master Gardener class in KF on Wednesday, March 14, 12-1pm.
- We are starting a very small seed exchange at our branch. So far, only two people have donated seed.
- Kettle Falls "Moving Forward" Revitalization has been combined with the Main Street Town effort. There is a meeting this Saturday at 10 a.m. that I will be attending.
- 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

- According to Realtor Sally, home sales in our area are happening in record time. We feel like we are seeing a lot of new, young families who are coming in to get cards and attend storytime. We both feel like this trend is really good for our (aging) community and will breathe some new life into the area.
- We are going to build a raised garden bed in the back of the library to grow a storytime garden this spring/summer. Tim Woods is going to build it for us.

Loon Lake from Kristy Dyck

- Loon Lake has been having fun with March Book Madness.
- Our kids' craft club went really well this month. What creative kids! There are some great photos on the library Facebook page.
- We will be glad to see winter retreating. Here we are draining LL2 again (Loon Lake the 2nd):



Northport/Onion Creek from Clifford Ward

- NP Community Library will be closed for the week of April 10-14th in order to be able to replace the windows. Pretty exciting!
- Katy P. came up this morning for a couple hours and we discussed using my down time to recreate the NP collection, and how to go about doing it. We are planning on trading sections of the ANF, AF, and a large number of dvd's in order to provide the NP patrons with a better, more varied selection.
- NP continually gets overrun with book donations, despite having large signage on the book drop, so I am trying to schedule in a couple of hours on one of my "days off" in order to clean up and make a dump run to get rid of many of those donations that are not accepted by Better World Books or good enough for a book sale.
- We have mice! Yikes! Our cleaning person left me a note that she had been finding some mouse scat, so I had Katy send me up a few mouse traps....I believe the mice came in with a box of donations.....Today I brought in some peanut butter and I will be setting the traps just after closing tonight.

- On 3/13 we will be hosting Churchill Clark (great, great, great, great grandson of William Clark, of Lewis and Clark fame.), who will be doing a presentation about himself, what he does, etc. It will be at 5-6pm, here at NP Community Library. Church is a personal friend and paddle buddy, and is caretaking some friends' place here in Northport for the winter while they are in Mexico. He will be leaving to be in Montana to chop a new canoe out of a large Cottonwood tree at a wilderness school for a couple of months and then return to NP to chop another canoe on Donna-Gay's and my 7 acre property on the Columbia out of a large cedar we recently hauled there. If you are interested and on Facebook, he is easy to find there under Churchill Clark Dugout Canoe Love.
- Personally, I will be taking a few days off this month and next, to continue my training as a firefighter, and to attend the Lake Roosevelt Forum, which is held at The Davenport Hotel in Spokane every 18 months.
- A BIG Howdy and Thanks to all Board Members for all you do for us!

Technology Report from Jessica Varang

- Focusing on better curated list for our catalog features
- Attending Richland training on workplace communications
- Continued dialog with ExBabylon on open tickets - about 25
- Continued dialog with TLC on open tickets - about 10
- Big win for us on TLC DVD picture ticket - please ask Amanda for details (it is too lengthy for email)
- Continued success at Loon Lake Kids Craft Club - has a good following from consistent kids but also new families. This month was make your own journals and kids really enjoyed this. One girl made a journal for her grandma who was just put into an assisted living facility so that she (grandma) can write to her (granddaughter) when she misses her. So sweet!