

COLUMBIA COUNTY RURAL LIBRARY DISTRICT
Regular Meeting of the Board of Trustees
Monday, March 20, 2017 7:00 p.m.

Meeting Time and Location:

7:05 p.m. to 8:40 p.m.
Dayton Memorial Library
111 S. 3rd Street
Dayton, WA 99328

1. Call to Order

Meeting was called to order at 7:05 p.m. by Tanya Patton, Chair

2. Roll Call – Trustees present:

Tanya Patton, Chair
Cindi Abbott, Secretary
Karin Spann, Member
Angelina Shaber, Treasurer –Excused at 8:25

June Riley, Vice-Chair – Absent, excused

Others present:

Dusty Waltner, CCRLD Director

3. Public Comments –

None

4. Approval of Meeting Minutes

4.1 Patton moved to approve February 27, 2016 Regular Meeting Minutes; Spann 2nd;
Motion approved unanimously.

5. Treasurer’s Report

5.1 Patton moved to approve vouchers #3006-3026 posted as of February 27, 2017 totaling
\$26,155.31; Shaber 2nd; Motion approved unanimously.
5.2 Waltner provided account analysis statement and monthly report.
5.3 Waltner provided a transaction list for expenditures from March 1-March 20 2017.

6. Director Report

6.1 Progress Report -

- Spring is here and we are blooming at the library!!
- We had another great Family Story Time and Dinner in March. Our March theme was Dr. Seuss in celebration of his birthday and we had 40 attendees.
- I went to a youth summit sponsored by the WA State Library February 28th-March 3rd. I learned a great deal about youth services and trends in libraries.

- Thursday, March 16th we had Lauren Pelon here with her program “The Living Roots of Music.” Lauren took the audience on a journey through the history of music and played a variety of instruments. Thank you Friends for supporting and sponsoring this program. We had a great turn out with 45 attendees.
- We have two new employees. Shakira Bye was hired as a Library Assistant II and Don Fulbright was hired as a Page. Please take the time to chat with them as they have many great ideas for the library.
- Upcoming programs -
- April 27th – Cowboy Poetry and Chuck Wagon Dinner – Melissa Weatherford is providing food at \$3 per head.
- July 21st – We are in talks to get a NASA speaker to come to Dayton and give a presentation on earth/space sciences and be a part of our evening ‘Star Party’ at Blue Mountain Station. Details are still being developed but our goal is to have the Tri-Cities Astronomy Club attend with telescopes, have the NASA speaker, have BMS serve hotdogs/hamburgers/smores. Program would start at 7:30 pm and end at 10 or so. Depends on how many want to stay and star gaze. Again working on details but we would be paying for the travel of the NASA speaker, with help from the FOL, but there would not be any speaker fees. We estimate travel at \$1000 to \$1200.00 – Speaker would most likely travel from California. Our hopes are to partner with BMS in terms of the food. Let them provide food and charge a \$1 for hotdogs and \$2 for burgers, - haven’t completely worked out those details yet.
- Summer Reading: Our Summer Reading Kickoff starts June 6th with the Blue Mountain Wildlife coming to the school to do a presentation with the rescue raptors. The presentation will last most of the day as different classes come through to see the birds and hopefully learn something. After school there will be a chance for adults to meet the birds as well.
- Our new POS system will be up and running in the next few weeks and we will start accepting credit cards.

7. **Old Business**

- 7.1 Cindi Abbott provided a final draft of the revised director’s evaluation. The Board agreed that they would ask staff for input through a questionnaire. The questionnaire and a pre-addressed, stamped envelope would be provided to all staff by April 1st. If staff choose to provide input, they would need to mail the completed questionnaires to Tanya Patton by April 8th.

8. **New Business**

- 8.1 Waltner informed the Board that no applications for the open trustee position had been received. The Board agreed that they would send a reappointment letter to the County Commissioners for Cindi Abbott.
- 8.2 The Board discussed the current Wi-Fi policy and whether it needed to be revised with regard to turning it off after hours. Waltner explained to the Board that the Wi-Fi is used at all hours and that the library’s mission is to provide access to information for all people, without barriers. Continuing to provide Wi-Fi services after hours helps to meet the needs of individuals who may be unable to use services during open hours. The Board agreed that the Wi-Fi policy would remain unchanged.

- 8.3 The Board discussed current advertising procedures and the need to expand advertising to the Waitsburg Times, in addition to the Dayton Chronicle, in order to have a greater reach.
- 8.4 Waltner informed the Board that she is looking into scheduling upcoming training for staff. Topics for training include email and communication skills and refreshing skills in KOHA, including reports, acquisitions, and efficient searching techniques.
- 8.5 Waltner provided an update on personnel. Waltner informed the Board that the two new employees, Shakira Bye and Don Fulbright, are working out well.
- 8.6 Waltner informed the Board that the current voucher signature section needed to be updated. Waltner stated that the revised voucher signature would be used as of April 1st.

10. Final Public Comment
None

11. Adjourn

- Patton adjourned meeting at 8:40 p.m.

Next regular meeting date is Monday, April 17th, 2017.
111 S. 3rd Street, Dayton.
Meeting begins at 7 p.m.

Respectfully submitted,
Dusty Waltner, Director, Columbia County Rural Library District

Approved: _____
Cindi Abbott, Secretary