

COLUMBIA COUNTY RURAL LIBRARY DISTRICT
Regular meeting of the Board of Trustees
Monday, May 16, 2016 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
June Riley, Vice-Chair
Angelina Shaber, member

Others present:

Dusty Waltner, CCRLD Director
Sylvia Beuhler, Friends of the Library Secretary

Cindi Abbott – absent excused
Dawn McGhan, Secretary – absent excused

3. **Board Officer Election**

Chair - Riley nominated Patton as Chair, Shaber seconded. Unanimous voice vote approved Patton as the Chair.

Vice-Chair - Patton nominated Riley as Vice-Chair, Shaber seconded. Unanimous voice vote approved Riley as Vice-Chair.

Secretary - Patton nominated McGhan as Secretary. Riley seconded. Unanimous voice vote approved Dawn McGhan as Secretary.

Treasurer - Patton nominated Shaber as Treasurer. Riley seconded. Unanimous voice vote approved Shaber as Treasurer.

Member – Cindi Abbott.

4. **Public Comments –**

Sylvia told the Board that the Friends of the Library recently made a trip to Whitman to visit their FOL and had a great visit and brought back numerous ideas for growing and strengthening our FOL group.

5. **Approval of Meeting Minutes**

- Patton moved to approve April 18, 2016 Regular Meeting Minutes; Shaber 2nd; Motion approved unanimously.

6. **Treasurer's Report**

- Patton moved to approve vouchers #2791-2808 posted as of May 16, 2016 totaling \$22,967.83; Shaber 2nd; Motion approved unanimously.
- Waltner provided account analysis statement and monthly report.
- Waltner provided a transaction list for expenditures from May 1-May 16 2016.

6. **Director Report**

May is here, the year is nearly half gone...

Carolyn has had as many as 32 people attend storytime and is planning on creating a second session for the summer. She will add another story time Wednesday mornings also at 10 A.M. during June, July and August when more siblings are out of school.

Dusty and Carolyn attended a Supercharged Storytime workshop on May 9th and were able to gather a great deal of information for future storytime development.

Melany has been helping Carolyn with weeding the JF collection, as well as shifting and straightening in the basement.

Vicki and Carolyn have been planning the Summer Reading Program, which will kick-off June 18th. The theme is Ready, Set, Read. They are focusing on local adventures, which tie into adventure books. They have planned several field trips for the kids throughout the summer.

We will kick-off the Adult Summer Reading Program with a concert from the Walla Walla Chamber Orchestra on June 3rd at 4pm. This is a family event, so all ages are encouraged to attend.

The Friends of the Library received a \$250 donation from Homestreet Bank to be used for Summer Reading Program, as well as a donation of 50 boxes of cookies from the Girl Scouts to be used for library programming.

Howard and Dusty are upgrading our server and backup hard drives over the next few weeks.

Lorna and Rachel have worked on weeding and shifting the adult collection.

Lorna sorted our Book Kits and created a page for our website to let patrons know that we have them. You can view them here:

<http://www.daytonmemoriallibrary.org/more-services/book-kits/>

The annual State Library Survey has been submitted and the annual financial reports will be filed this next week.

We are ordering new books every Friday!!

7. **Old Business**

- Waltner provided the changes made to the Patron Privacy Policy that were discussed in the April meeting. The changes include restricting access to another patron's account without prior written permission. Patton moved to approve the new policy; Riley 2nd; Motion approved unanimously.

8. New Business

- Waltner informed the Board that the Columbia County Planning Department will be donating and installing a new projector and screen in the Delany Room.
- Waltner presented changes to the Computer Usage Policy with an additional section for Access to Computing Resources which states the following:
 - Computers in the Youth Library are reserved for use by youth only; adults may only use these computers with a child.
 - Youth Library computers are limited to homework and research only (no online gaming access). Exceptions may be made during special library programming or with the permission of the Director.
 - Minors under the age of 16 are not allowed on the public computers in the Adult Department. Exceptions may be made with the permission of the Director for certain situations, such as overcrowding in the Youth Library or a parental request to have a child sit with a parent at a computer for a short period of time. Preference will be given to adults in the Adult Department.
- Waltner provided the copy of the Friends of the Library Bylaws which Darcy Beleny had given to her for Board approval. Patton moved to approve the FOL Bylaws; Riley 2nd; Motion approved unanimously.
- Waltner also discussed a need for a staff work day in order to clean-up storage rooms and the work areas. Waltner stated that the library would close on Friday May 20th.
- Waltner discussed the upcoming plans for landscaping upgrades and that she was going to look into quotes for a sprinkler system.
- Waltner asked the Board what they knew about past outreach to Last Resort and discussed some possible plans for future outreach.
- Waltner discussed with the Board the possibility of an emergency contact cell phone and the possibilities of adding one. They asked Waltner to research L & I about on-call and emergency contact wages.

9. Final Public Comment

10. Adjourn

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

Next regular meeting date is Monday, June 20th, 2016, 111 S. 3rd Street, Dayton.
Meeting begins at 7 p.m.

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

Approved: _____

Dawn McGhan, Secretary