

COLUMBIA COUNTY RURAL LIBRARY DISTRICT
Regular Meeting of the Board of Trustees
Monday, September 18, 2017 7:00 p.m.

Meeting Time and Location:

7:05 p.m. to 8:30 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, Treasurer
Karin Spann, Member, Secretary, Pro-Tem

Cindi Abbott, Secretary – Absent, excused

Others present:

Dusty Waltner, CCRLD Director

3. Public Comments –

None

4. Approval of Meeting Minutes

4.1 Shaber moved to approve August 21, 2017 Regular Meeting Minutes; Spann 2nd; Motion approved unanimously.

5. Treasurer’s Report

- 5.1 Patton moved to approve vouchers #3133-3155 posted as of September 18, 2017 totaling \$45,818.03 after acknowledging that there was an error with benefits that will be corrected next month; 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 September 1-September 18 2017.

6. Director Report

6.1 Progress Report – Attached

7. Old Business

7.1 Patton informed the Board that she spoke with a new lawyer at the office of Marinella and Boggs regarding the trust.

8. New Business

- 8.1 Vicki Zoller presented to the Board regarding her experience at ARSL (Association for Rural and Small Libraries). Zoller spoke about the various sessions she attended, including “Bursting at the Seams” and discussion about using small spaces effectively, as well as a full day workshop on strategic planning. Zoller thanked the Board for supporting her training, and also informed the Board that CCRLD is doing well with keeping up-to-date with current library trends.
- 8.2 Waltner provided information and an update on implementing a new email system, which features an online group calendar, as well as records retention capabilities.
- 8.3 Waltner provided a professional development plan in which she will pursue a certification in Public Library Administration.
- 8.4 Waltner provided the current CCRLD policy for employee leave accrual and asked for a discussion on whether a revision is needed. Waltner requested that rather than splitting sick leave and vacation, which would reduce the payout upon an employee’s discontinuation of service, that the Board consider putting a lower cap on leave accrual. The Board asked if Waltner could look into L&I laws regarding leave accrual before a decision is made.
- 8.5 Waltner asked if there was a possibility of offering childcare during adult oriented programming, or if the staff should schedule dual programming, in order to encourage parents of younger children to attend library programs. The Board recommended that dual programming may be an option, but that it must have a staff member running the children’s program, rather than volunteers.
- 8.6 Waltner informed the Board that the library would be closed on October 9th but that it would be a paid work day for staff in order to clean and organize back areas of the library.
- 8.7 Waltner provided a print out of open public meeting laws and informed the Board that an email attachment was also sent out to board members for their records.
- 8.8 Waltner updated the Board on the progress of the 2018 budget. Waltner spoke with the County Assessor and 2018 property tax figures should arrive before October. The Board scheduled a budget workshop on October 21 from 9-12.

9. Final Public Comment

None

10. Adjourn

- Patton adjourned meeting at 8:30 p.m.

Next regular meeting date is:

Monday, October 16, 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