

**COLUMBIA COUNTY RURAL LIBRARY DISTRICT**  
**Regular Meeting of the Board of Trustees**  
**Monday, February 27, 2017 7:00 p.m.**

**Meeting Time and Location:**

7:05 p.m. to 8:35 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

June Riley, Vice-Chair – Absent, excused  
Angelina Shaber, Treasurer – Absent, excused

**Others present:**

Dusty Waltner, CCRLD Director

**3. Public Comments –**

None

**4. Approval of Meeting Minutes**

4.1 Patton moved to approve January 16, 2016 Regular Meeting Minutes; Abbott 2<sup>nd</sup>; Motion approved unanimously.

**5. Treasurer's Report**

- 5.1 Patton moved to approve vouchers #2983-3005 posted as of February 27, 2017 totaling \$31,081.25; Abbott 2<sup>nd</sup>; Motion approved unanimously.
- 5.2 Waltner provided account analysis statement and monthly report.
- 5.3 Waltner provided a transaction list for expenditures from February 1-February 27 2017.

**6. Director Report**

6.1 Progress Report -

- February is Library Lovers' Month!
- January 26th was the first of our Monthly Workshops on the 4th Thursday of the month. The workshop was about eBooks and Audiobooks and how to access our digital library. We had a good turnout.

- Our February 23rd workshop featured Nutritional Therapist, Suzi Tasker. She talked about nutrition, digestion, and myths and misconceptions around heart health.
- We had another great Family Story Time and Dinner in February. I have recently been contacted by a representative of the ALA (American Library Association) requesting permission to feature our Family Story Time on their website under the section of Future Library Trends. I think it is fabulous that we have received national recognition for the innovative programming taking place here.
- Michelle Smith with the Times was here last week to interview myself and the staff. She wrote an article on “the People Behind the Improvements in the Library.”
- I will be going to a youth summit sponsored by the WA State Library February 28th-March 3rd. We will be discussing many topics including: serving students with eBooks, managing teen volunteers, teen voices in programming, summer reading planning, STEM kits, WA Kids Assessment/Standards, and much more.
- We had a visit from Carolyn Petersen with the WA State Library January 26th. We discussed the services and direction of CCRLD, services available through the State Library, and she was able to tour our library and remarked on the changes and great programs that have occurred.
- March 16th we will have Lauren Pelon here with her program “The Living Roots of Music.” Lauren will journey through the history of music and play a variety of instruments.
- We ordered custom made “I Love My Library” magnets and sent some with a thank you card to our most active patrons.
- Rachel McGanty is no longer employed with CCRLD. We are in the process of hiring a new library assistant. I will keep the Board informed on the progress.

## **7. Old Business**

- 7.1 Cindi Abbott provided a draft of a revised and color-coded evaluation in order to coincide with the Director’s job description. Abbott asked questions regarding the draft and asked for input from other trustees before finalizing. The Board discussed the evaluation process and agreed that a consensus style evaluation with an ending summary and next year’s objectives should be included.

## **8. New Business**

- 8.1 Waltner provided information about the need to update the library’s point-of-sale. Currently the cash register is providing error messages and Waltner expressed the need to replace it. Waltner proposed that the library move to a touchpad system which would process credit cards and allow for Quickbooks integration. Waltner also informed the Board that in order to process credit cards the library would need to open a designated bank account. Spann moved to approve the upgrades to the POS; Abbott 2<sup>nd</sup>; Motion approved unanimously.
- 8.2 Waltner provided an update on personnel. Waltner informed the Board that Rachel McGanty is no longer employed with CCRLD. Waltner also stated that the position was advertised and filled. The new library assistant will be Shakira Bye. Shakira will start March 13<sup>th</sup> 2017.
- 8.3 Waltner informed the Board that she is seeking RFQ to replace all library fluorescent lighting with energy efficient LEDs.

8.4 Patton informed the Board that she was contacted by Trina Cole, Dayton City Clerk and Treasurer, regarding the Library Trusts. Cole discussed with Patton the transfer of Trusts from city control to CCRLD.

**10. Final Public Comment**

None

**11. Adjourn**

- Patton adjourned meeting at 8:35 p.m.

Next regular meeting date is Monday, March 20<sup>th</sup>, 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**