

COLUMBIA COUNTY RURAL LIBRARY DISTRICT

Regular Monthly Meeting of the Board of Trustees

Monday, June 26, 2023

Meeting Location: Dayton Memorial Library

1. **Call to order:** Chair Jay Ball called the meeting to order at 7:00 P.M.
Trustees present: Treasurer Sharon Mendel, Secretary Charles Beleny and Kevin Rust. Vice-Chair, Karin Spann attended by ZOOM. Todd announced his resignation as Library Director with his last day being July 13, 2023.
2. **Approval of minutes from May 15, 2023:** There was one correction to the minutes. After the Poetry Slam, since there was only one contestant the rest of the award money was returned to the Friends of the Library and not the Chamber of Commerce. Mendel made a motion to approve the minutes, seconded by Rust and the minutes were approved unanimously.
3. **Director's Report:** The response from the State Assistant Attorney General, Kelly Owings, to Columbia County Prosecuting Attorney, Dale Slack, concerning the dissolution of the CCRLD is attached. The response indicates that the petition can go forward as it is. The statute permits only qualified electors outside of incorporated cities or towns within a rural county library district to petition or vote for dissolution of the district. Todd addressed the grant awarded by the Washington State Library to update new switches, Wi-Fi access points, and a new router and the problems that followed. He then addressed Discovery Kids, Senior Center visits, the Dayton Day Parade and the Summer Reading Program, specifics which are included in the attached.. Todd then answered the payroll question from the previous meeting asked by Rust. See attached for the explanation.
4. **Financial Report:** Todd briefed on the payroll and vendor bills paid. Rust asked if the State Library had reimbursed the expenses for him and Jay Ball to attend the WA State Library Association meeting in April since they were invited. He stated he had not completed the paperwork for reimbursement yet. He mentioned that they had found missed bills from Amazon, 22 total, and caught up paying them. Rust asked about the \$745.10 bill from Bennetts Locksmith for a repair on a door lock and Todd said he would look into it. Mendel made a motion to approve vouchers 5221 thru 5257 for payment. Seconded by Rust. Todd stated we have only spent 32% of we have in the budget and we are 5 months into the year.
5. **Old Business: Review and Revise Employee Substance Abuse Policy.**
Beleny gave an update on the three carpet vendors and their quotes and recommendations for the Delaney Room. The Laptop and Tablet Computer Lending Policy and the review and revision of the Employee Substance Abuse Policy had changes to them recommended by the attorney and were tabled until next month so Trustees would have an opportunity to read them before voting on them.

6. **Public Comment Period:** Many patrons were present and numerous praises and concerns were voiced.

7. **Executive Session:** Human resources. 8:18-9:00 PM
After the Executive Session ended, the public was invited back inside. Ellen Brigham had applied for the interim position of Library Director. It was proposed that she start July 14, the day following Todd's resignation and with her salary to be increased to \$50,000 plus benefits of \$19,252 to compensate for the increase in her responsibility. Spann made a motion to elect, seconded by Mendal. Ball, Spann and Mendal voted Yey, Beleny and Rust voted Ney. Brigham was selected for the 6 month interim position.
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8. **Adjourn:** The regular session of the Library Board meeting adjourned at 9:04 P.M. The next regular meeting of the Board of Trustees is on July 17, 2023 at 7:00 P.M.

Respectfully submitted,

Charles Beleny, Secretary