

**Whitman County Library  
Board of Trustees Meeting**

Public Meeting at the Colfax Branch of the Whitman County Library  
February 20, 2024

**Present:** Cindy Alred, Heather Lustig, Sue Kreikemeier, Ronda Penwell, Suzanne Schmick, Shirley Cornelius, and Cody Allen

Sue Kreikemeier called the meeting to order at 4:05 p.m.

There was one addition to the agenda, Repaving of back parking lot.

**Approval of Consent Agenda**

Minutes of the January 23 meeting were approved with modifications, and Resolutions 24-03, 24-04, and 24-05 were approved by a vote of the Board.

**Reports**

January financial documents were presented to the board and a brief explanation about them was given.

In the director's report, our shelver has had a medical emergency and is unable to work at this time. Staff and volunteers are filling in her duties at this time but we are looking into hiring a temporary replacement. New Saturday hours have started in February and on the 24<sup>th</sup> we will have a story time that will occur about once a month. WSU students have put together a Crisis Communication Plan that is ready to review. Cody will meet with them in March. Other WSU students are working on our website usability and hope to have a report later this year. Cody has applied for an Innovia grant for STEM programming such as Ozobot replacement, Lego sets, Clean Energy, and structural engineering. Grant results will be available in May. The library still has some laptops available from the Digital Literacy grant. Cody is reaching out to local non-profits such as Community Action Center, Council on Aging, and Public Health to see if these agencies could use the laptops. Keely Korn, one of our staff members, has started a Facebook group for our little Free Libraries. The Washington Library Association's annual conference is in Spokane next week. Several staff members applied for grants but did not receive one. Cody and Sarah Bofenkamp will be attending the meeting for the library.

**Continuing Business**

In branch news, our Tekoa librarian has a gotten another part time job but it should not affect her library hours. The town of Malden has cut the ribbon on their new building which houses the post office, fire department, and city hall. Construction should start soon on the community building which will house the library. There are some small issues with automatic door in the Endicott library. Rosalia had a structural engineer come in to look at the library and he pointed out some issues that were there before the water damage and the water just made those issues worse. The town has not determined yet if the building will be fixed. There are some buildings downtown that may be available for use and maybe the insurance money could be used to fix up those buildings.

In Library usage, like last month circulation was flat but program attendance is still on the rise. Facebook and Instagram usage continues to rise along with overall database usage. Kanopy continues to do well

### **New Business**

The library director reviewed our monthly and annual statistics with the board and how to interpret them.

Management is looking into hiring a civil engineer to determine how to best proceed with fixing up our back parking lot. There is some extra funds in the budget that we can use for the project and there is also some matching grants that are available in the fall that seems to match our project needs.

### **Adjourn**

The meeting went into executive session at 5:05 PM to review the director's evaluation, and returned by 5:30 PM and the meeting was then adjourned by Sue Kreikemeier.

### **Next Meeting**

The next regular meeting will be Tuesday, March 19, at 4:00 PM at the Colfax branch of the Whitman County Library.



Shirley Cornelius



Cindy Alred  
Vice

Sue Kreikemeier, Chair

