

**WALLA WALLA COUNTY RURAL LIBRARY DISTRICT
BOARD OF TRUSTEES – MINUTES
April 12, 2010**

Vice Chair Sandra Bradley CALLED THE MEETING TO ORDER at the Touchet Library at 5:10 P.M. Other trustees present were Stephen Ames, Andrea Berglin, and Carol Peterson. Also in attendance were Executive Director Punkey Adams and Deputy Director Matthew Berube.

AGENDA: Carol moved, and Andrea seconded, that the agenda be approved as written. Motion carried.

MINUTES: Steve moved, and Andrea seconded, to approve the March meeting minutes as written. Motion carried.

FINANCE REPORTS:

1. Treasurer's report: The March report was reviewed. Punkey noted that tax collection is slower than during a typical March.
2. Investment report: The report was reviewed. Punkey noted that investments are now sorted by maturity date in the report.
3. Budget status: The Expenditure Status report from the County Auditor's office was reviewed. Punkey noted that spending is on track. She also pointed out a few areas in which our actual spending might appear to be outpacing our estimated costs (i.e., Touchet utilities, Organizational dues), but she explained that this is due to larger costs early in the year in those areas. She also noted expenses associated with the Public Library Association (PLA) conference in Portland, a new vendor (Mow Services) which is maintaining the Burbank Library's grounds, and the repair of a copy machine that was damaged in the Prescott Library flood.
4. 2009 Schedule 4 & 5: The report was reviewed. Punkey noted that, as always, she had been conservative in her estimates of the District's revenue in 2009.

APPROVAL OF BILLS: Steve moved, and Carol seconded, to approve Vouchers 129 through 168 for payment. Motion carried. Vouchers audited and certified by the auditing office as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing that has been made available to the Board. As of this date, April 12, 2010, the Board by majority vote, does approve for payment those vouchers included in the above list and further described as follows: vouchers numbered 129 through 168 in the amount of \$47,137.47.

REPORTS:

Burbank Library: In a verbal report, Branch Manager Matthew Berube reported on Burbank's newly formed Teen Advisory Group (TAG) and upcoming events including the Poetry Slam and the Día de los Niños celebration. He also described the pros and cons of the library's new downloadable audiobooks subscription to NetLibrary, which will be launched soon. Matt also reported on his experiences at the Public Library Association (PLA) conference in Portland, OR.

Prescott Library: Branch Manager Josh Westbrook reported on recent Prescott events including Dennis Dauble's presentation, March crafts, and the book group. He also noted his participation as a judge in the statewide Letters about Literature contest (for the second year) and his attendance at the PLA conference. Punkey noted that the RLD had just received an insurance check (\$10,521.13) for the flood damage at Prescott.

Touchet Library: Branch Manager Carlotta Richardson reported on her experiences at the PLA conference. Sandra noted the upcoming Cowboy Poetry event and chili feed. Also noted were: the need to make additional space at Touchet for in-library programs, a possible plumbing problem with the outdoor faucet, and a possible new sink hole on library grounds.

Vista Hermosa Library: Branch Manager Ana Romero reported on various happenings at the library in March. Punkey noted that there had been an inquiry from a Broetje Orchards administrator about the content of some magazine covers on display. The administrator was told that the library would comply with District policies taking into account community standards.

Technology: Josh Westbrook reported on the purchase of a new digital projector and a second Nintendo Wii gaming system (the latter was purchased with funds donated by Carol and Jim Peterson). He also updated the Board on the RLD's migration to Google Apps for email, shared calendars, and a password-protected staff intranet.

Statistics: A written report prepared by Matt was reviewed.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Grants and Prescott Library Summer Schedule: Punkey reported that the RLD had received a Yancy P. Winan's Testamentary Trust grant to open the Prescott Library for an extra day per week during the summer. Details are still to be determined. She also noted that the Burbank and Touchet libraries and the RLD's Service Center have been included in the State Library's Broadband Grant proposal. The Prescott Library had initially been included also but was bumped out because the library was part of a separate proposal for the entire Prescott community.

City of Walla Walla's Proposal for RLD Services Agreement 2011-13: Punkey reviewed the City's proposal of April 6, 2010 for a three-year agreement for 2011 through 2013 for provision of Walla Walla City Library services to Walla Walla County residents. The Board requested that Punkey draft a response and submit it to the Board for review. They also directed her to send copies of the response to City Council members and the City Manager after their approval.

Book Giveaway for Teens: Beginning on Tuesday, April 13, the RLD will give away a free copy of Sherman Alexie's *The Absolutely True Diary of a Part-time Indian* to the first 200 teens (ages 12 to 19) who visit our libraries. Mr. Alexie will be speaking at a free event at Whitman College on Thursday evening.

EXECUTIVE SESSION: The Vice Chair announced that the Board would go into Executive Session at 6:50 P.M. for a real estate discussion pursuant to RCW 42.30/110(b), and would return to regular session at 7:15 P.M.

REGULAR SESSION: The Board returned from Executive Session at 7:15 P.M. Carol moved, and Andrea seconded, that the District begin negotiating to lease space at the Plaza location. Motion carried.

NEXT MEETING: The next meeting will be held on Thursday, May 13, 2010, at 5 P.M., at the Library District Service Center in Walla Walla.

ADJOURN: The meeting was adjourned at 7:20 P.M.

Sandra Bradley

Sandra Bradley, Chair

Jean H. Adams

Jean H. Adams, Executive Director