

**WALLA WALLA COUNTY RURAL LIBRARY DISTRICT
BOARD OF TRUSTEES – MINUTES
June 15, 2010**

Chair Patsy Adams CALLED THE MEETING TO ORDER at the Library District Service Center in Walla Walla at 5:04 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 Steve seconded, that the agenda be approved as written. Motion carried.

MINUTES: Steve moved, and Carol seconded, that the May meeting minutes be approved as written. Motion carried.

FINANCE REPORTS:

1. Treasurer's report: The May report was reviewed.
2. Investment report: The report was reviewed.
3. Budget status: The Expenditure Status report from the County Auditor's office was reviewed. Punkey noted that we've expended half of our travel budget over the first five months of the year.

APPROVAL OF BILLS: Steve moved, and Andrea seconded, to approve Vouchers 210 through 247 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, June 15, 2010, the Board by majority vote, does approve for payment those vouchers included in the above list and further described as follows: vouchers numbered 210 through 247 in the amount of \$45,322.95.

REPORTS:

Burbank Library: In a verbal report, Branch Manager Matthew Berube reported on the library's birthday party for local Great Dane Shasta (56 kids and parents attended), the new Burbank Teen Advisory Group, Summer Reading Program (SRP) planning, and two new soon-to-be-hired Burbank staff.

Prescott Library: Branch Manager Josh Westbrook reported on Prescott's first Wii gaming night, his SRP plans (movies, crafts, story times and more), and Prescott's new Monday hours for the summer (made possible by a Yancey P. Winans grant). Patsy

noted that the book group read the graphic novel *Persepolis*, and the next meeting will have a “sell a book” theme, where members will pitch good books to the group. Punkey noted that she had submitted a grant request written by Josh Westbrook to the Blue Mountain Community Foundation for additional summer programming at Prescott. The Foundation will notify recipients on or around July 1.

Touchet Library: Branch Manager Carlotta Richardson reported on Touchet’s new Teen Advisory Council, the book group’s forthcoming selections, some recent programs (including a “Share Your Travels” program about Iceland), and her SRP preparations.

Vista Hermosa Library: Branch Manager Ana Romero was away on vacation for much of May. José Mendoza covered for Ana, and he reported on the fast pace at Vista and his experiences reading to the children and getting to know the patrons better.

Technology: Josh Westbrook reported on his recent replacement of several public computers and the addition of a new computer at Vista Hermosa. He also noted that he has been preparing a technology inventory for our new branch, and that he gave a demonstration of our Koha Integrated Library System (ILS) to the staff of the Columbia County Rural Library District at the Dayton Memorial Library.

Statistics: Deputy Director Matthew Berube noted that, due to his recent vacation, he had not yet compiled statistics for May. He said he would include the May statistics in next month’s report. Carol Peterson was deeply disappointed that the statistics were not yet available.

UNFINISHED BUSINESS:

Prescott Library’s Summer Schedule: Punkey reported that Prescott will be open on Mondays, Tuesdays, Thursdays, and Saturdays for the summer. Patsy discussed other activities for Prescott children and noted that the pool might be funded (by private donations) after all. It was reported that the Prescott School District will be offering an intensive summer school session which will last only 10 days. Punkey noted that the Prescott Library will be coordinating its movie programs with the City’s free lunch program. Carol noted that District staff should feel free to check in with Board members if there is a need for specific supplies and craft materials, as some Board members apparently have stockpiles of miscellaneous stuff.

NEW BUSINESS:

Burbank Library Water System: Punkey and Matt reported on the Washington State Health Department’s recent requirements for the Burbank Library, which include producing documentation related to the original installation of the UV light purification system approximately 14 years ago. Punkey noted that Len Harms, the engineer who assisted with the installation, has been very helpful in our correspondence with the

Health Department, and that the District would likely enter into a short form contract with Mr. Harms to compensate him for his assistance. The Board supported this idea.

Courier Service for RLD and WALNET Materials: Punkey introduced a proposal to pay additional RLD staff for mileage when those staff members are couriating materials to the Service Center or between libraries. Affected staff includes Josh Westbrook, Carlotta Richardson, and Ana Romero. Steve moved, and Carol seconded, the proposal. Motion passed.

EXECUTIVE SESSION: The Chair announced that the Board would go into Executive Session at 6:10 P.M. for the purpose of personnel performance review pursuant to RCW 42.30/110(g) – Personnel Evaluation, and would return to regular session at 6:30 P.M.

REGULAR SESSION: The Board returned from Executive Session at 6:30 P.M. The Chair announced that no actions had been taken during Executive Session.

EXECUTIVE SESSION: The Chair announced that the Board would go into Executive Session at 6:30 P.M. for a real estate discussion pursuant to RCW 42.30/110(b), and would return to regular session at 7:00 P.M.

REGULAR SESSION: The Board returned from Executive Session at 6:55 P.M. The Chair announced that no actions had been taken during Executive Session.

NEXT MEETING: The next meeting will be held on Tuesday, July 13, 2010, at 5 P.M., at the Vista Hermosa Library.

ADJOURN: The meeting was adjourned at 6:58 P.M.

Patsy Adams

Patsy Adams, Chair

Jean H. Adams

Jean H. Adams, Executive Director