

# Whitman County Library Board of Trustees Meeting

Colfax Branch  
February 23, 2015

Present: Bob Bates, Chuck Petras, Steve Balzarini, Suzanne Schmick, Andrea Miller, Kristie Kirkpatrick, Sue Hallett and Peggy Bryan.

Board chair Chuck Petras called the meeting to order at 4:02 p.m. He asked if there were any additions or modifications to the agenda; Kristie requested that Sue Hallett be moved up on the agenda.

Friends of WCL President, Sue Hallett gave an update on the Friends. She reported that there are currently over 500 members. Membership renewals are going well, with over 124 members renewing and over \$7000 received in dues this year. On average, the friends contribute \$14,000 annually for programs county-wide and over \$11,000 in support of library projects like baby packs for hospitals, coffee for patrons and staff, fair booth, library card sign-up, newsletters, etc. Sue also shared information from fund raising projects including Barn Calendars, Cookbooks and Book Bags.

The minutes of the previous meeting were reviewed. Steve Balzarini motioned to approve the December minutes, Bob Bates seconded and the motion passed.

Peggy presented the financial reports for January 2015. She presented payment voucher resolution #2015-05 totaling \$69,301.58. Suzanne Schmick made a motion to approve the resolution; Andrea Miller seconded and the motion passed.

Kristie presented the circulation reports. Overall traditional circulation rose by 600 uses. Generally, a little more than half occurs in Colfax and the other half in the branches combined. When you look at open hours each week, Colfax accounts for 56 hours and the branches total 138.5 hours. Colfax, St. John, Rosalia, Tekoa and Palouse generally check out the most items in that order.

A number of branches showed strong increases for January including Albion, Colton, Garfield, St. John and Colfax. Kudos to Rosalia and Malden and our new manager Marcy Campbell where circulation is exploding. Oakesdale had a disappointing month with circulation dropping by more than 50%.

This month showed great gains in program attendance. Children's programs up by 150, Teen up by 160 and adults up by 125. When you look at the branch statistics, attendance for January is really strong except in the teen category.

In non-traditional circulation, database usage grew by 275 and digital checkouts (eBook and audio book grew by 84 uses. The other measures declined.

System-wide, volunteer hours rose by about 50 this month and it was interesting to see that Palouse had 28 and Rosalia had 23. Looking back these communities seem to have pretty steady volunteer support. Overall, Colfax accounted for 111 of those hours and the branches 78 hours.

**CONTINUING BUSINESS:**

Kristie reported that the Uniontown Library project is going well. The fundraising spaghetti dinner at the Sage Bakery in Uniontown raised over \$2500. Once costs are subtracted, proceeds will be matched by Avista. This brings the total amount of fundraising near the \$60,000 goal.

Kristie reported that The Center ramp and doorway is nearly complete. The next step of renovations is the front of the building. Grant writing and fundraise continues on this project. The Colfax Chamber has expressed an interest in moving in the front part of The Center soon – the library is working out the details with the Chamber.

Kristie reported that the library received a check for the balance the Kathy Schluneger Estate proceeds from 2014 crop sales in February. Kristie is exploring some improvements to the payment procedures.

**NEW BUSINESS:**

Kristie announced that WSU CCE (Center for Civic Engagement) will be the library supporter of the month for March. The CCE provides literacy programs at Palouse, Albion and Colfax libraries. Sheri will be presenting the award to the CCE in Palouse this month.

Kristie discussed the Duties of Board of Trustees for the policy review of the month. After reviewing, there was a brief discussion. Kristie noted that the board will need to do her annual review; there was a brief discussion on this process.

Kristie reviewed the 2010-2015 Strategic Plan. She will begin on the 2016-2020 Strategic Plan this spring and will discuss with the board. Chuck also suggested that planning be incorporated into the Board's visits to local communities.

Kristie highlighted upcoming events, including the Dryland free screening in LaCrosse on March 26. Other events included the Digital Skills Training Grant classes, Randy Seuss Safari presentation, the Community colleges classes, exercise classes, etc. The library will host the March 17<sup>th</sup> Colfax Chamber of Commerce luncheon at noon. She encouraged board members to attend; please rsvp to Kristie for March and/or April. Josh Wade will be sponsored by WCL at the Colfax Best Western on April 21.

The meeting adjourned at 5:08 p.m. Next meeting is Thursday, March 12 at 5:00 p.m. at the Colfax Library. There will be a quick business meeting, dinner and board training from Washington State Library that will conclude by 7:30 p.m.

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Peggy Bryan, Secretary

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Chuck Petras, Board Chair