

**STEVENS COUNTY RURAL LIBRARY DISTRICT
BOARD OF TRUSTEES
PUBLIC HEARING AND REGULAR MEETING
November 19, 2009
Chewelah Public Library
E 301 Clay St
Colville, WA 99114**

Public Hearing - 2009 Budget Extension

At 4:10 pm Tracey Rice, Chair opened the public hearing. The public had no comments. The Hearing was closed at 4:11 pm

The regular meeting of the Stevens County Rural Library District Board of Trustees was called to order at 4:11 p.m. by Tracey Rice. In attendance were Trustee, Keith Reilly, Melissa Stalp & Bill Swartz. Patricia Skomars was absent. District Director Amanda McKeraghan, Business Manager Kathy Weber and Kettle Falls Public Library Manager Krista Ohrtman were also present.

VISITORS - None

AGENDA CHANGES - Add Springdale "Use Agreement" to Unfinished Business.

PUBLIC COMMENT - None

ACTION ITEMS

(a) The minutes from the Board of Trustees Regular Meeting of October 15, 2009 were submitted.

(b) The following vouchers and warrants were approved for payment: Accounts Payable Voucher Numbers 900769 through 900850 for a total of \$35,988.64 certified on the following dates:

(att.#1)

October 13, 2009 - 900769 through 900802 for \$11,010.25

October 29, 2009 - 900803 through 900805 for \$13,702.44

November 6, 2009 - 900806 through 900850 for \$11,275.95

(c) Payroll Warrants September 2009 Direct Deposit #53763 through #53788 for the total of \$54,213.91 (att.#1)

(d) The 2009 October budget status report & revenue reports were reviewed. (att.#2)

(e) The Director's October 2009 time sheet was reviewed. (att.#3)

Motion made to accept the consent agenda action items as presented.

Motion made: Keith
Motion seconded: Bill
All in favor: Unanimous

UNFINISHED BUSINESS:

Creation of a Library Foundation – Tracey Rice reported that she is currently developing articles of incorporation and will be meeting with Keith Reilly to finalize some paperwork.

Lake Spokane Fusion Center Update – Amanda reported that we have been told that the announcement for Federal Broadband Stimulus grants should be awarded by early December, and we hope to hear any day.

2010 Final Budget - Resolution 02-2009 – Motion made to accept the 2010 Budget Resolution as presented.

Motion made: Keith
Motion seconded: Bill
All in favor: Unanimous

Education & Training Policy – The policy was reviewed and revised. The revised policy will be presented at the December meeting.

Out of County Cards Policy – This item is tabled until the February, 2010 meeting because it will be a topic of discussion at the statewide Public Library Directors' meeting in January.

Springdale Rental Agreement – Motion made authorizing the Director to sign the Use Agreement.

Motion made: Keith
Motion seconded: Melissa
All in favor: Unanimous

NEW BUSINESS:

Resolution 03-2009 – Salary and Wage Scale – Motion made to table the resolution until the December meeting.

Director Salary – Motion made to instruct the Business Manager to create a five step wage scale starting at \$33.31 per hour with a 3% increase between steps. This will be presented at the December meeting.

Motion made: Keith
Motion seconded: Melissa
All in favor: Unanimous

Library Assistant II Wage Assessment – Motion made to instruct the Business Manager to generate a wage step scale with an hourly rate increase of 5% along with a 3% increase with each step. This will be presented at the December meeting.

Motion made: Bill
Motion seconded: Melissa
All in favor: Tracey
Opposed - Keith

Library Assistant I Wage Assessment – Motion made instructing the Business Manager to generate a wage scale with an increase of 1%, 3% and 5% along with a 3% increase between steps to be presented at the

December meeting.

Motion made: Bill
Motion seconded: Melissa
All in favor: Tracey
Opposed - Keith

Resolution 04-2009 – Amend 2009 Budget – Motion made to accept the amendment of \$65,000.00 to be appropriated to Professional Services \$21,000.00 – Materials \$10,000.00 – Wages \$34,000.00

Motion made: Keith
Motion seconded: Bill
All in favor: Unanimous

Resolution 05-2009 – 1% Increase – Motion made to accept the resolution as submitted.

Motion made: Bill
Motion seconded: Tracey
All in favor: Unanimous

Set Meeting Dates & Locations – The dates & locations were set. The Resolution will be presented at the December Meeting

Motion made: Tracey
Motion seconded: Keith
All in favor: Unanimous

Levy Certificate – Motion made to accept the certificate.

Motion made: Bill
Motion seconded: Melissa
All in favor: Unanimous

Food for Fines – Motion made to reinstate the Food for Fines program for the month of December, 2009. In the program, patrons may bring in food items to pay off overdue fees. One item (can, box of pasta, etc.) equals \$1.50 of fines. Food may not be used to pay off lost or damaged charges. All food collected will be given to local food banks.

Motion made: Keith
Motion seconded: Melissa
All in favor: Unanimous

Levy Lid Lift – Motion made to present a Levy Lid lift to .50 cents per \$1,000 of assessed value to the voters in the Stevens County Rural Library District on the November, 2010 ballot.

Motion made: Keith
Motion seconded: Bill
All in favor: Unanimous

Executive Session – Director Review – Session started at 5:45pm and ended at 6:34pm No other Public Employee matters were discussed.

Colville Public Library Management 2010 – Motion made to renew the Staffing Agreement with the City of Colville for management of the Colville Public Library.

Motion made: Tracey
Motion seconded: Bill
All in favor: Unanimous

REPORTS

Director's Report (att#4)

Handouts included

October Circulation Stats (att#5)

ADJOURNMENT

The regular meeting of the Board of Trustees was adjourned at 6:45 p.m.

Motion made: Tracey

Respectfully submitted:

Amanda McKeraghan, Secretary, SCRLD

Accepted by:

Tracey Rice, Board Chair

Date