

**STEVENS COUNTY RURAL LIBRARY DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
April 16, 2009
Lakeside Public Library
6176 Hwy 291 Nine Mile Falls, WA 99026**

The regular meeting of the Stevens County Rural Library District Board of Trustees was called to order at 4:05 p.m. by Tracey Rice. In attendance were Trustees Keith Reilly & Bill Swartz. Patricia Skomars arrived at 4:15 pm. District Director Amanda McKeraghan and Business Manger Kathy Weber were also present.

VISITORS - None

AGENDA CHANGES - Under New Business Amanda added an executive session for personnel matters and draft record retention policy.

PUBLIC COMMENT - None

ACTION ITEMS

(a) The minutes from the Board of Trustees Regular Meeting of March 19, 2009 were approved as submitted.

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

(b) The following vouchers and warrants were approved for payment: Accounts Payable Voucher Numbers 900146 through 900223 for a total of \$46,342.12 certified on the following dates:
(att.#1)

March 18, 2009 - 900146 through 900184 for \$12,934.66
March 26, 2009 - 900184 through 900187 for \$15,252.02
April 2, 2009 - 900188 through 900223 for \$18,155.44

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

(c) Payroll Warrants March 2009 Direct Deposit #50606 through #50629 for the total of \$47,190.13 (att.#1)

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

(d) The 2009 March budget status report & revenue reports were reviewed and accepted as submitted. (att2#)

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

(e) The Director's March 2009 time sheet and mileage reimbursement was reviewed and accepted. (att.#3)

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

UNFINISHED BUSINESS:

Creation of a Library Foundation - Tracey reported that she is finishing the paperwork for the second phase of application for creating the non-profit status of the foundation.

Facilities Countywide - Amanda reported that she had a face-to-face meeting with Cathy McMorris-Rodgers to discuss the concept of a multi-use information center in rural areas that would potentially include a public library, Rural Resources access, a distance education facility, and a business incubator. She met with McMorris-Rodgers as part of a team that included Barry Lamont, Executive Director of Rural Resources, Debra Kollock, Director of WSU Stevens County Extension, and Leslie Jones, Executive Director of Tri-County Economic Development. The Libraries of Stevens County are partnering with these agencies to explore options for possible funding.

Springdale Facility - The Libraries of Stevens County will open a library station in the new Springdale Computer Center starting Wednesday, May 6th, for four hours (1-5 pm). The City of Springdale will charge a rent of \$50 per month. The computer facility is managed by Ecliptexnet.com and it has become such a popular site, that Amanda felt it was a logical time to implement some level of library service.

Web Site Redesign - Amanda provided an update on this project (which has been tabled since last December.) Amanda reiterated that at the time of last fall's RFP, there were no viable applications. She has since been in discussion with a consultant to help re-tool the RFP and the goals of the website project.

NEW BUSINESS:

300.810 Employee Benefits - Was tabled for the May meeting

Records Retention Policy - The policy was approved with the following changes. The first sentence in paragraph three will read "The Library will maintain a list of records to be retained and their retention period." and the detailed list is not to be included in the policy.
(att#4)

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

Staff Credit Card - Motion made to allow Terri Washburn, Manager of the Chewelah Public Library a District credit card not to exceed a credit limit of \$3,000.00

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

Executive session was called to order at 6:05 pm to discuss personnel matters and ended at 6:30 pm

CORRESPONDENCE: none

REPORTS

Director's Report - (att#5)

- McNaughton Book Lease Plan - Amanda explained the lease plan for Kettle Falls and Loon Lake.

Handouts Included

- Circulation Stats for March (att#6)

ADJOURNMENT

The regular meeting of the Board of Trustees was adjourned at 6:35 p.m.

Motion made: Tracey

Motion seconded: Keith

Respectfully submitted:

Amanda McKeraghan, Secretary, SCRLD

Accepted by:

Tracey Rice, Board Chair

Date