



BOARD OF TRUSTEES MEETING
May 16, 2024, 3:30pm

Present: Bryce Kammers, Karen Pell, Shannon Grow, Jay Backus, Mary Jackson, Jennifer Ashby, Erin Kolb, Nicole Hahn

The meeting was called to order at 3:31pm.

The agenda date was corrected to May 16, 2024.

We welcomed Nicole Hahn, Youth Services Librarian

We added Payroll to the agenda under New Business.

Mary asked about procedures for guest presenters versus public comment and how guest presenters are added to the agenda. We do not currently have a policy on that. Jennifer will develop one and bring it to the next meeting for review.

Jay moved to accept the April minutes. Mary seconded and the motion passed.

Jennifer summarized the May financial report. Shannon moved to transfer \$64,000 from Cash to Investment in the State Pool. Jay seconded and the motion passed.

The board requested that the payment register be provided to them by email before each board meeting so they can review it prior to meeting.

Bryce made a motion to pay vouchers and payroll as a slate. Jay seconded and the motion passed:

Vouchers 24-131 to 24-166 in the amount of \$37,832.28
April Payroll in the amount of \$58,808.23

There was no Public/Staff Comment.



There was no Old Business.

New business:

Patio Garden – the formal announcement of our \$50,000 T-Mobile grant will be at a celebration on June 20. Total money for the project with grants and donations is \$70,000. We reviewed the Heights Branch Library Learning Garden Plan documents. Karen made a motion to approve the project. Jay seconded and the motion passed.

The board discussed the Open Data Consultant position and suggested that the educational requirement be changed to “Bachelors Degree or equivalent experience.” Shannon moved to approve with the suggested change. Jay seconded and motion passed.

We had to terminate an employee recently. We were already short on staff so Jennifer is planning to expand Anna Geidl’s hours to 25 per week and hire one more person.

The Broadband Action Team recently approved giving the remaining money of the \$29,117 that had been set aside for infrastructure design to the library for digital navigator service. Very little of it had been spent.

Asotin County will no longer handle payroll for Junior Districts within the County. Allisha is looking into options for payroll with other Asotin County Junior Districts. Shannon suggests a CPA handling and stated it’s the cost of doing business. The management of payroll is extensive and would be extremely time-consuming.

Jennifer is requesting quotes for insurance from risk management pools. She shared that the current insurer, Enduris, covers fraud for employees and board members, both personally and professionally.

Reports:

Director – See written report.

Adult Services – See written report.

Youth Services – See written report.



The board asked that the ASO statistics on the monthly report be included in the ACL category and that, since ASO no longer exists, that category be removed.

There were no communications.

Committee Reports:

Strategic Planning – No update.

Friends – The Friends book sale will be May 20-24

Foundation – We discussed some difficulties we have been having with the role of the Foundation.

The meeting was adjourned at 4:24pm.