



BOARD OF TRUSTEES MEETING MINUTES
Thursday, August 15, 2024, 3:30pm

The meeting was called order at 3:37pm

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

There were no additions/corrections to the agenda.

Jay moved to approve the June 2024 minutes. Karen seconded and the motion passed. There was no July meeting.

Financial report:

Jay moved to transfer \$15,000 from state Investment pool to cash. Shannon seconded and the motion passed. Jennifer will ask County Treasurer why interest on state pool funds isn't rolling over into state pool. Jay moved to approve paying vouchers and payroll as a slate. Karen seconded and the motion passed.

Vouchers 24-243 – 24-276 in the amount of 32,296.38
July payroll in the amount of 67,308.69
Total = \$99,605.07

There was no public/staff comment.

Old business:

Foundation/Friends/Trustees meeting. The library board will discuss the roles of the three organizations –Library, Foundation and Friends and request to review each organization's by-laws.

Board Presentation Policy – Karen moved and Jay seconded to approve the Board Presentation Policy. The motion passed.

New business:

Jennifer will name Allisha Parot the Library's Public Record Officer. Jay moved to accept the Public Records Policy with one line item edit, Mary seconded. The motion was approved.

Public Records Request Form – Shannon moved to approve with minor revisions and Jay seconded. The motion passed.

Resolution 24-01, A Resolution Relating to Charging Fees for Public Records. Karen moved to approve. Shannon seconded and the motion passed.

Resolution 24-02, A Resolution to Declare Public Disclosure Indexing as Unduly Burdensome as Required by RCW 432.58. Karen moved to approve. Mary seconded and the motion passed.

Public Comment Policy – Jennifer will look into "Additions/Corrections to the Agenda" and if it's necessary to the agenda. Shannon moved to approve with edits. Jay seconded and the motion passed.

Grant funded position – Jay made motion to accept this position. Karen seconded and the motion passed.

Reimbursement Policy – Shannon will bring a travel policy for us to look at. Shannon moved to approve the Reimbursement Policy with suggested updates. Mary seconded and the motion passed.

Assistant Director position – Tabled until September meeting

Reports:

Director – See written report.

Adult Services – See written report.

Youth Services – See written report.

Communications: There were no communications

Committee Reports:

Strategic Planning – Not addressed.

Friends – Not addressed.

Foundation – See discussion above

The meeting was adjourned at 4:27pm.