



BOARD OF TRUSTEES MEETING  
December, 19, 2024

Present: Bryce Kammers, Shannon Grow, Mary Jackson, Jennifer Ashby, Allisha Parot, Erin Kolb, Nicole Hahn,

The meeting was called to order at 3:30pm.

We added Attendance and Sick Leave Policy to the agenda under Old Business.

Shannon moved to approve November minutes and December Special Meeting Minutes. Mary seconded and the motion passed.

Shannon moved to approve paying expenses for \$112,002.20. Mary seconded and the motion passed.

There was no Public/Staff Comment.

Old business:

We received a quote for the Patio Garden project from McCall's Construction. Magnum will provide one after the first of the year. We requested quotes on the building damage at the Heights Branch. Mangum was the only contractor that responded. They have been approved by insurance and will do repairs soon. Grommets are being added to the teen laptop bar.

Hiring accounting firm for payroll – see Assistant Director's report.

Shannon moved to approve the Employment Practices Policy as amended. Mary seconded and the motion passed.

Shannon moved to approve Attendance and Sick Leave Policy as amended. Mary seconded and the motion passed.

New business:

Open Board position – Karen Pell's term is expiring. Library Board is seeking an Asotin County resident to fill the vacant position.

Mary wants to prioritize security and cameras at the Heights.

Reports:

Director: see written report

Assistant Director: see written report

Adult Services: see written report

Youth Services: see written report

Communications: None.

Committee Reports:

Strategic Planning – None.

Friends – None.

Foundation – A year end giving brochure was recently mailed.

Adjourned at 4:15pm.