



# PEND OREILLE COUNTY LIBRARY DISTRICT

District Office: 116 S Washington Street, Newport, WA 99156

800-366-3654 WWW.POCLD.ORG

## Board of Trustees Minutes of Regular Meeting

Thursday, July 25, 2019 \* District Office in Newport

4:00 p.m. General Meeting

1. **CALL TO ORDER:** The Board Meeting was called to order at 4:05 p.m. by Vice-Chair Steve Dawson  
**Other Board Members Present:** Chair Lea Porter (arriving at 4:30 p.m.), Trustee Robert Rosencrantz, Trustee Katherine Schutte, Trustee Beverly Sarles  
**Board Member Absent:** None  
**Staff Present:** Mandy Walters (Director), Denise Pontius (Finance & Facilities Manager)  
**Recording Secretary:** Beverly Sarles  
**Public Present:** None
2. **CONSENT AGENDA** – Adopted with no changes
  - 2.1. **Approval of Agenda**
  - 2.2. **Approval of Minutes: June 26, 2019 General Meeting**
  - 2.3. **Approval of Voucher No. 20521 through No. 20552, dated June 1 through June 30, 2019, in the amount of \$51,852.84**
  - 2.4. **Policy Changes: None**
  - 2.5. **New Employees / Volunteers: None**
3. **PUBLIC PRESENTATIONS:** None
4. **FINANCE & FACILITIES MANAGER REPORT:**
  - 4.1. **Monthly Reports:** There was \$3,995 in property tax revenue, \$16,456 in timber excise tax, \$1,549 in investment interest, \$669 in donations (\$600 from Newport Friends and \$69 misc.) and \$443 for fines and lost items.  
  
Significant expenses: Levy training - \$816 , Freegal subscription - \$950 , Training conference expenses - \$740 (WFOA Pontius - \$475, ARSL Thompson - \$200, WLA Larkoski & Town - \$65 with a YTD total of \$1,800), Facilities Repairs & Maintenance - \$361 (Calispel bulletin board & air conditioner)  
  
As of June 30, we have received 61.1% of budgeted income (2018 – 62.2%) and spent 40.1% of budgeted expenses (2018 – 42.2%)
  - 4.2. **Credit Card Expenses:** Credit card expenses were reviewed by Dawson and all was found acceptable.
  - 4.3. **Other:** Prime Pest Control discovered hobo spiders in the office basement. They came back and sprayed around the office perimeter.  
  
Discussion was held about the usefulness of ProQuest databases. This may eventually be replaced by something that would be of greater benefit to library patrons.



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### 5. DIRECTOR REPORT:

- 5.1. **Future Ready Libraries Grant:** Pam Thompson was awarded this grant, which is focused on helping middle school students prepare for college or the workforce. She will be attending the annual YALSA Symposium in November paid for through the grant funds. This is a nationwide grant and was awarded to 16 libraries.
- 5.2. **CIN Fees:** This is estimated to increase by 10% in 2020. More details will be available at a later date.
- 5.3. **Blackstone Boycott:** Libraries nationwide are planning to boycott Blackstone Publishing for six months in response to an embargo they have placed on eAudio titles. POCLD only purchases from Blackstone occasionally, so this will not have much of an effect on us.
- 5.4. **Potential Timber Tax Changes:** There are proposed changes to the way timber tax funding is dispersed. It appears to only affect counties west of the Cascades.
- 5.5. **State Capital Fund:** During the last legislative session a fund was established for library capital needs. The first focus of this fund will be libraries with needs in rural and/or distressed counties. POCLD should be prepared to ask for funds in 2021.
- 5.6. **Other:** Nine levy meetings were held in June & July. No one from the general public attended, but several Friends members came in support of the levy.

The first draft of the 2020 Budget will be presented at the August meeting. The Finance Committee will meet on August 12.

The Grizzly Discovery Center in Newport lost its funding so the Library District is attempting to fill in the gaps. Funding for after school snacks is being applied for through the USDA.

### 6. UNFINISHED BUSINESS

- 6.1. **County Fair:** Several people have donated furniture for the district fair booth, but decorations for the walls are still needed. Dawson will check with fairgrounds staff to schedule a cleanup day for the booth.
- 6.2. **Levy Determinations:** Clarification was made that there is no validation required, just a simple majority of votes cast.  
  
Schutte requested that the Board be prepared to do messaging about the outcome of the Levy.
- 6.3. **Other:** Newport Friends will continue to hold book sales at the Newport Farmers Market. Their income is up \$700 over this time last year. The next major book sale is August 23-24 at the Qlispe River Fest.



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## 7. NEW BUSINESS

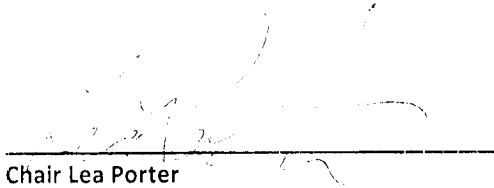
7.1. **Other:** Schutte's term on the board is up at the end of 2019. There are several candidates interested in filling the vacancy.

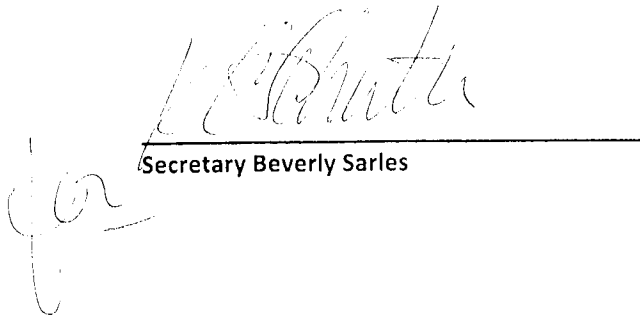
8. **RECAP AND FUTURE AGENDA ITEMS:** CIN, Levy Messaging, Ione Parade, County Fair, 2020 Budget Preview

## 9. ADJOURNMENT; NEXT MEETING DATE AND PLACE:

The meeting adjourned at 4:42p.m. The next regular meeting will be Thursday, August 22 at 4:00 p.m. at the District Office in Newport.

Respectfully submitted by Beverly Sarles,

  
Chair Lea Porter

  
Secretary Beverly Sarles