



PEND OREILLE COUNTY LIBRARY DISTRICT

Board of Trustees Minutes of General Meeting

Thursday, January 22, 2026 * District Office in Newport and via Zoom
4:00 p.m. General Meeting

1. **CALL TO ORDER:** The Board of Trustees general meeting was called to order at 4:01 p.m. by Chair Brad Bardwell
Trustees Present: Brad Bardwell, Jeff Pittman, Beverly Sarles, Seth Massey
Trustees Absent: None
Staff Present: Mandy Walters (Director), Lonnie Walkup (Finance Manager)
Recording Secretary: Lonnie Walkup
Public Present: None
2. **CONSENT AGENDA** approved by consensus.
 - 2.1. **Approval of Agenda**
 - 2.2. **Approval of Minutes: November 20, 2025**
 - 2.3. **Approval of Voucher No.22806 through Voucher No.22836, Dated November 1 through November 30th, 2025, in the amount of \$94,774.09. Approval of Voucher No.22837 through Voucher No. 22879 dated December 1st through December 31st in the amount of \$92,530.18. Postponed until February meeting.**
 - 2.4. **Policy Changes:** None
 - 2.5. **New Employees / Volunteers:** None
3. **PUBLIC PRESENTATIONS:** None
4. **FINANCE MANAGER REPORT:**
 - 4.1. **Monthly Reports:** None at this time will review in February meeting
 - 4.2. **Credit Card Expenses:** Will review in February meeting
 - 4.3. **Other:** None
5. **DIRECTOR REPORT:**
 - 5.1. **Potential Website Modification:** Walters will review with Zipline to be sure we're compliant with new ADA Guidelines.
 - 5.2. **Library Capital Improvement Program:** Walters is meeting with the facilities committee after the regular Board meeting and hopes to have recommendations soon. She'd like to apply to do projects in both lone and Calispel Valley.
 - 5.3. **School Bond Support Options:** Discussed letters of support.
 - 5.4. **Audit Wrap-Up:** No findings or recommendations.
 - 5.5. **Interest Reinvestment:** Discussed the operating and investment account. No changes can be made until 2027.
 - 5.6. **Other:** Discussion was held on appointment of the Cusick mayor.

Walters vacation request March 23rd -27th.

ACTION: Sarles made a motion to approve the March 2026 vacation request; Bardwell seconded the motion; all in favor; none opposed; motion is approved.



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6. UNFINISHED BUSINESS:

6.1. Other: None

7. NEW BUSINESS:

7.1. Other: Friends of the Library Adult Spelling Bee Scheduled for March 7

8. RECAP AND FUTURE AGENDA ITEMS: New Board Member, New Memorandum with Friends of the Library.

9. ADJOURNMENT; NEXT MEETING DATE AND PLACE:

The meeting adjourned at 4:44 p.m. The next regular meeting will be held on February 19, 2026 at 4:00 p.m. at the WSU Extension office in Newport, with the option to meet in person or on Zoom. The Board retreat will be held at 2pm prior to the regular meeting.

Respectfully submitted by Lonnie Walkup,



Chair Brad Bardwell



Lonnie Walkup