



PEND OREILLE COUNTY LIBRARY DISTRICT

Board of Trustees Minutes of General Meeting

Thursday, February 19, 2026 * WSU Extension 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 4:12 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: January 22, 2026**
 - 2.3. **Approval of Voucher No. 22880 through Voucher No. 22899, dated January 1 through January 31, 2026, in the amount of \$95,196.83**
 - 2.4. **Policy Changes:** None
 - 2.5. **New Employees / Volunteers:** None
3. **PUBLIC PRESENTATIONS:** None
4. **FINANCE MANAGER REPORT:**
 - 4.1. **Monthly Reports:**
Income – There was \$4,610 in property tax revenue (\$4,610 YTD); \$3,804 in investment interest (\$3,804 YTD).
Significant Expenses: Admin. Computer Tech. - \$5,108 (\$5,108 YTD); Professional Services - \$7,536 (ILG 2026 Membership dues); Capital Expenditures - \$4,462 (Newport architectural)
 - 4.2. **Credit Card Expenses:** These have all been approved.
 - 4.3. **Other:** None
5. **DIRECTOR REPORT:**
 - 5.1. **lone Lease:** One year lease has been signed and approved.
 - 5.2. **2026 YES MOU:** Renewed for another year.
 - 5.3. **Facilities Mtg Update:** discussed the need for estimates, none received yet. Discussed rules for Grants.
 - 5.4. **Other:** None
6. **UNFINISHED BUSINESS:**
 - 6.1. **November & December Financial Reports:** reviewed
7. **NEW BUSINESS:**
 - 7.1. **Other:** None



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8. RECAP AND FUTURE AGENDA ITEMS:

9. ADJOURNMENT; NEXT MEETING DATE AND PLACE:

The meeting adjourned at 4:24 p.m. The next regular meeting will be held on March 19, 2026 at 4:00 p.m. at the District Office in Newport, with the option to meet in person or on Zoom.

Respectfully submitted by Lonnie Walkup,

Brad Bardwell
Chair Brad Bardwell

Lonnie Walkup
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