



PEND OREILLE COUNTY LIBRARY DISTRICT

Board of Trustees Minutes of General Meeting

Thursday, June 25, 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 4:00 p.m. by Chair Brad Bardwell
Trustees Present: Brad Bardwell, Jeff Pittman, Seth Massey
Trustees Absent: Beverly Sarles
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: May 28, 2026**
 - 2.3. **Approval of Voucher No.23011 through Voucher No. 23040, dated May 1 through May 31, 2026, in the amount of \$83,592.13.**
 - 2.4. **Policy Changes: 6.29 Friends of the Library Policy**
 - 2.5. **New Employees / Volunteers: None**
3. **PUBLIC PRESENTATIONS:** None
4. **FINANCE MANAGER REPORT:**
 - 4.1. **Monthly Reports:**

Income – There was \$86,159 in property tax revenue (\$569,168 YTD); Timber Excise Tax – \$5,060; \$3,511 in investment interest (\$17,969 YTD).

Significant Expenses: Admin. Computer Tech. - \$4,956 (\$26,368 YTD); Program Performers \$4,123 Capital Expenditures - \$8,370

As of May 31, we have received 58.4% of the budgeted income (2025 –59.8%) and spent 37.3% of the budgeted expenses (2025- 32.4%).
 - 4.2. **Credit Card Expenses:** These have all been approved.
 - 4.3. **Other:** None
5. **DIRECTOR REPORT:**
 - 5.1. **Staffing Update:** Internal hire for janitorial services.
 - 5.2. **Facilities Update:** No news received on grant request.
 - 5.3. **Other:** Library Program guides were distributed during the Newport Rodeo Parade.



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6. UNFINISHED BUSINESS:

6.1. Other: None

7. NEW BUSINESS:

7.1. Other: None

8. RECAP AND FUTURE AGENDA ITEMS: None

9. ADJOURNMENT; NEXT MEETING DATE AND PLACE:

The meeting adjourned at 4:43 p.m. The next regular meeting will be held on July 23, 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

Brad Bardwell (Aug 21, 2026 13:31:59 GMT)

Chair Brad Bardwell

Lonnie Walkup

Lonnie Walkup (Aug 20, 2026 09:16:31 PDT)

Lonnie Walkup

Minutes 6-25-26

Final Audit Report

2026-08-21

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