

BOARD OF TRUSTEES MEETING MINUTES: April 16, 2024

A regular meeting of the Board of Trustees of Spokane County Library District was held in person and via Zoom online meeting platform in the public meeting room at the Cheney Library, Tuesday, April 16th, 2024 at 4:00pm.

Present: Jessica Hanson – Chair
Jon Klapp – Vice Chair
Ellen Clark – Trustee
Robert Paull – Trustee
Patti Stauffer - Trustee

Excused: None.

Also Present: Patrick Roewe (Executive Director), Toni Carnell (Human Resources Director), Doug Stumbough (Operations Director), Andrea Sharps (Collection Services Director), Jonathan Melcher (Library Supervisor), Crystal Miller (Librarian), Kristy Bateman (Operations Manager), Vinnie Davi (Video Production Specialist), Emily Greene (Administrative Services Manager)

Via Zoom: Jane Baker (Communication and Development Director), Jason Link (Finance Director), and three (3) members of the public.

Call to Order (Item I) Chair Jessica Hanson called the meeting to order at 4:00pm and welcomed everyone in attendance.

Agenda Approval (Item II) Trustee Ellen Clark moved and Vice Chair Jon Klapp seconded the approval of the meeting agenda.

The motion was unanimously approved, there was no further discussion.

Public Comment (Item III) There were no public comment.

Approval of March 19, 2024 Regular Meeting Minutes (Item IV.A.) Chair Hanson called for any corrections to the March 19th Regular Meeting Minutes. There were no corrections, the minutes stand as written.

There was no further discussion.

Approval of March 2024 Payment Vouchers Vice Chair Jon Klapp moved and Trustee Robert Paull seconded the approval of the March 2024 payment vouchers as follows:

(Item IV.B.)

Fund	Voucher/Payroll Numbers	Subtotal	Total
April - GF	0061977 – 0062075 and W001476 – W001497	\$879,468.41	\$879,468.41
	PR03082024 and PR 03252024	\$478,989.31	\$478,989.31
		Total	\$1,358,457.72
CPF	9755 Capital Project SV Building	\$500.00	\$500.00
		Total	\$500.00

Discussion ensued about the Foundation Directory digital resource. The motion was unanimously approved, there was no further discussion.

**New Business
Access to
Library Services
Policy
(Item IV.D.1.)**

Executive Director Patrick Roewe presented the revised version of the Access to Library Services Policy. Revisions included references to RCW Language and formatting changes. Trustee Patti Stauffer moved and Trustee Clark seconded the approval of revisions to the Access to Library Services Policy.

The motion was unanimously approved, there was no further discussion.

**New Business
Collection
Development
Policy
(Item IV.D.2.)**

Executive Director Roewe and Collection Services Director Andrea Sharps presented changes to the Collection Development Policy, including language clarifications and the addition of the Freedom to Read statement. Vice Chair Klapp moved and Trustee Paull seconded the approval of the policy edits.

The motion was unanimously approved, there was no further discussion.

**New Business
Intellectual
Freedom Policy
(Item IV.D.3.)**

Executive Director Roewe presented revisions to the Intellectual Freedom Policy. Revisions included formatting, inclusion of a reference to the first amendment and affirms upholding library bill of rights. Trustee Paull moved and Trustee Clark seconded the approval of changes to the policy.

The motion was unanimously approved, there was no further discussion.

**New Business
Recognizing
National Library
Workers Day
2024
(Resolution 24-01)
(Item IV.D.4.)**

Executive Director Roewe informed the trustees of National Library Workers Day and the new tradition of adopting a resolution to recognize staff on this day. Trustee Clark moved and Vice Chair Klapp seconded that Resolution No. 24-01 Recognizing National Library Workers Day 2024, be adopted.

RESOLUTION NO. 24-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SPOKANE COUNTY LIBRARY DISTRICT, SPOKANE COUNTY, WASHINGTON, RECOGNIZING

NATIONAL LIBRARY WORKERS DAY 2024 AND EXPRESSING
APPRECIATION TO SPOKANE COUNTY LIBRARY DISTRICT EMPLOYEES.

The motion was unanimously approved, there was no further discussion.

**Overview:
Cheney Library
(Item IV.D.5.)**

Librarian Crystal Miller and Library Supervisor Jonathan Melcher presented an overview of the Cheney Library and its community engagement work at events such as Mayfest, the Cheney Rodeo Parade, and partnering with Eastern Washington University.

There was no further discussion.

**Discussion
Items
Future Board
Meeting
Agenda Items
(Item V.A.)**

Chair Hanson called for any questions or suggestions for the future board meeting agenda. Executive Director Roewe informed the trustees that policies currently listed on the future agendas may be reorganized due to staff availability. Vice Chair Klapp directed staff to provide a summary of policies for responses to smoke.

There was no further discussion.

**Trustee Reports
(Item VI.A.)**

There were no trustee reports.

**Executive
Director Report
(Item VI.B.)**

Executive Director Roewe provided a report prior to the meeting. Discussion ensued about the results of the legislative session discussed at previous meetings and implications for library policies and practices. Discussion also ensued about the District collaboration with CHAS.

There was no further discussion.

**Operations
Report
(Item VI.C.)**

Operations Director Stumbough and Library Operations Manager Kristy Bateman provided a written report prior to the meeting for March 2024, with data for customer use measures, programming, and library activities. Discussion ensued about a new process for reporting on security incident reports at board meetings.

There was no further discussion.

**Fiscal Report
(Item VI.D.)**

Finance Director Jason Link provided a report of revenues and expenditures for March 2024 prior to the meeting.

There was no further discussion.

**Adjournment
(Item VII.)**

Chair Hanson adjourned the meeting at 4:39pm. The next Board Meeting is scheduled for Tuesday, May 21st at the Otis Orchards Library.

A handwritten signature in blue ink, appearing to read "Jessica Hanson".

Jessica Hanson, Chair

A handwritten signature in blue ink, appearing to read "Patrick Roewe".

Patrick Roewe, Secretary to the Board of Trustees