

**Library Board of Trustees Meeting
Thursday, March 17, 2022
at the Ritzville Public Library**

Attendance: Karen Potts, Morgane Plager Roth, Debbie Knodel, Christina Heater, Venesia Adams, no guests

Meeting called to order: Karen Potts at 5:16pm

Approval of January minutes: Debbie moved, Morgane 2nd - passed

Approval of Consent Agenda:

ACH Debits: \$13,746.53; Other Debits/Vouchers: \$3,954.29 (see attached documents)

Christina moved, Morgane 2nd – passed

Items clarified included: *National Pen* – Pens with the library name, promotional item; Fambles is an IT service company.

General Concerns - Open Forum: None

Foundation Report: There was some discussion regarding the \$2500 that had been given. Its focus should be books &/or the summer program.

Louis Fambles joined us via Zoom and Venesia introduced him to the board.

Director's Report:

Venesia shared information regarding obtaining our business license, email/domain problems, the consortium, DTMicro bill, a staff luncheon/meeting regarding the mask mandate, the Spokesman Review E-Newspaper, bills, SC Landscaping, & RLI Surety.

Mr Fambles spoke regarding the email/domain problems and how he is helping rectify the problems in addition to preventing future problems.

The board discussed discrepancies in billing from SC Landscaping, checks for payment that he has lost, and the contract that we signed with him. Venesia will follow up by letter.

The board agreed to renew the RLI Surety bond since it is transferable.

(See attached documents – Director's Report.)

Updates/Concerns/News:

The board discussed the Director's position and all agreed that Venesia is doing a great job, but we do need to have someone local. Venesia has agreed to continue on, working remotely, until we are able to find a replacement, whom she will then help train.

A 2001 Dodge Van with 120K miles has come up for sale with the Whitman Library. This could be a useful investment, especially when traveling to Lind and Washtucna.

Meeting Closed at 6:55pm

Board held an Executive Session from 6:55 - 7:10pm

The board did have a quorum and discussed staffing/personnel. It was agreed to contact Carolyn Petersen to start the process of looking for a new Library Director.

Respectfully submitted by,
Christina Heater, Secretary