

SPOKANE COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING MINUTES: JANUARY 20, 2009

CALL TO ORDER

The regular meeting of the Spokane County Library District Board of Trustees was held January 20, 2009 in the public meeting room of the Argonne Library, 4322 N. Argonne Road, Spokane, WA. Jacob Laete, Chair, called the meeting to order at 4:00 p.m. and welcomed those in attendance.

PRESENT:

Jacob Laete - Chair
Frank W. Payne - Trustee
Ann Apperson - Trustee
Mary E. Lloyd - Trustee
Michael J. Wirt - Director and Secretary

EXCUSED:

Tim Hattenburg - Vice-Chair

Also Present: Linda Dunham, Branch Services Manager; Andrea Sharps, Collection Services Manager; Bill Sargent, Business Manager; Paul Eichenberg, Human Resources Manager; Priscilla Ice, IT Manager; and Pam Davis, Administrative Assistant

AGENDA APPROVAL

Mr. Payne moved and Ms. Apperson seconded to approve the agenda.

The motion carried unanimously.

ACTION ITEMS

APPROVAL OF DECEMBER 16, 2008 REGULAR MEETING MINUTES

Mr. Laete called for corrections to the December 16, 2008 regular meeting minutes. There being no corrections, the minutes stand approved as written.

APPROVAL OF DECEMBER 2008 BILL PAYMENT VOUCHERS

Mr. Payne moved and Ms. Lloyd seconded approval of the December 2008 bill payment vouchers as follows:

Fund

L01	Voucher numbers: 34192 through 34330 totaling	\$ 403,805.09
	Payroll numbers: 34224PR and 34329PR totaling	\$ 278,304.14
	Total	\$ 682,109.23

Business manager Bill Sargent responded to questions about snow removal and its cost due to the heavy snowfall in late December and reported that the Deer Park building sustained roofing damage as a result of the snowfall. There were no public comments.

The motion was unanimously approved.

NEW BUSINESS

ACCESS TO LIBRARY SERVICES POLICY. Ms. Lloyd moved and Ms. Apperson seconded that the Access to Library Services Policy be reaffirmed as written. Mr. Wirt reviewed the policy and recommended no changes. There were no questions or public comments.

The motion was unanimously approved.

INTERLOCAL COOPERATION AGREEMENT BETWEEN SPOKANE COUNTY LIBRARY DISTRICT AND THE TOWN OF FAIRFIELD. Mr. Payne moved and Ms. Lloyd seconded that the Interlocal Cooperation Agreement between Spokane County Library District and the Town of Fairfield be approved.

Mr. Wirt explained that agreements with Fairfield, Cheney, Medical Lake, and Airway Heights are being updated for simplification through elimination of superfluous language and consolidation into one agreement for each city, and expansion of District maintenance responsibilities for city-owned buildings, making it more consistent with District-owned buildings so repair and upkeep can be done more effectively and in a timelier manner.

Continuing, he reported that proposed updated interlocal agreements were sent to each of the three annexed cities (Fairfield, Cheney, and Medical Lake) in which the city owns the building, as well as Airway Heights, which contracts for library services, in early December after being drafted by District legal counsel. The Town of Fairfield's agreement was approved by its council with no changes to the draft document January 6, 2009 and returned to the District for board approval. Mr. Wirt and Mr. Sargent responded to several questions regarding content of the agreements.

In conclusion, Mr. Wirt stated that he will continue to follow-up with the other cities in order to get the process completed. There were no public comments.

Following a brief discussion, the motion was unanimously approved.

DISCUSSION ITEMS, POSSIBLE ACTION

FUTURE BOARD MEETING AGENDA ITEMS

A list of potential agenda items tentatively scheduled for future meetings was distributed prior to the meeting. There were no comments at the meeting.

REPORTS

TRUSTEES

Mr. Payne shared that his 99 year old father-in-law recently passed away.

DIRECTOR

The Director's written report provided prior to the meeting included information on the following topics: Library Services – December customer use measures and branch services reports; Collection Services – collections, technical services; Administration – 2009 budget, facility master planning, city interlocal agreements, state legislature; Professional and Community Activities; Communications; Human Resources; Information Technology; and Finance, Facilities, & Purchasing.

At the meeting Mr. Wirt commented on proposed legislation introduced the first week of the state legislative session and presented details regarding annexation requests made by the City of Spokane and City of Airway Heights for a large area in the West Plains, including how the annexation would affect the District.

FISCAL

Revenue and Expenditure Statement through December 31, 2008.

<u>Fund 001</u>	
Revenues	\$ 9,906,888
Expenditures	\$ 9,374,059
Ending Fund Balance	\$ 2,356,413
Fund Budget Expended	97.25%

Mr. Sargent pointed out that the December fiscal statement that was distributed prior to the meeting is the first of several end of the year financial statements, noting that although revenue will not change, expenses from December are still coming in. He mentioned that the audit of 2007/2008 District financial statements by the state auditor's office is scheduled in June. There were no questions or comments.

OVERVIEW: PUBLIC WEBSITE CHANGES

Information technology manager Priscilla Ice gave a preview of updates to the public website that are scheduled to go live February 2.

PUBLIC COMMENT

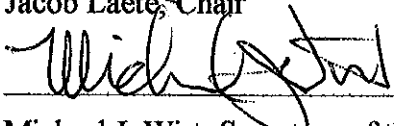
There were no public comments.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:10 p.m.



Jacob Laete, Chair



Michael J. Wirt, Secretary of the Board of Trustees