

BOARD OF TRUSTEES MEETING MINUTES: January 20, 2026

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 Argonne Library, Tuesday, January 20, 2026 at 4:00pm.

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

Excused: None.

Also Present: Jane Baker (Communication and Development Director), Patrick Roewe (Executive Director), Doug Stumbough (Operations Director), Toni Carnell (Human Resources Director), Hannah Tilley (Human Resources Associate), Jason Link (Finance Director), Janet Hacker-Brumley (Librarian), Stacy Mills (Library Supervisor), Tammy Henry (Librarian), Andrea Sharps (Collection Services Director), Emily Greene (Administrative Services Manager), and five (5) members of the public.

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

Agenda Approval (Item II) Trustee Robert Paull moved and Trustee Ellen Clark seconded the approval of the meeting agenda.

The motion was unanimously approved. There was no further discussion.

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

Approval of December 16, 2025 Regular Meeting Minutes (Item IV.A) Chair Hanson called for any corrections to the December 16, 2025 Regular Meeting Minutes. There were no corrections, the minutes stand as written.

There was no further discussion.

Approval of Corrected November 2025 Payment Vouchers (Item IV.B.1) Finance Director Jason Link informed the Board that the November 2025 payment vouchers had been revised due to reporting errors found in a subsequent staff review, and a corrected version was being submitted for Board review and approval. Trustee Paull moved and Trustee Clark seconded the approval of the corrected November 2025 Payment Vouchers as follows:

Fund	Voucher/Payroll Numbers	Subtotal
November – GF	0063990 – 0064079 and W001800 – W001820	\$751,025.40
	PR11102025 and PR11252025	\$546,965.77
	Total	\$1,297,991.17
CPF	Argonne Renovation- Integrus	\$59,063.86
	Total	\$59,063.86
DSF	State of Washington	\$143,000.00
	Total	\$143,000.00

The motion was unanimously approved. There was no further discussion.

**Approval of
December 2025
Payment Vouchers
(Item IV.B.2)**

Discussion ensued about attorney fees costs per hour rather than a flat fee. Vice Chair Jon Klapp moved and Trustee Patti Stauffer seconded the approval of the December 2025 payment vouchers as follows:

Fund	Voucher/Payroll Numbers	Subtotal
December - GF	0064080 – 0064191 and W001816 – W001834	\$890,542.80
	PR12102025 and PR12232025	\$521, 838.88
	Total	\$1,412,381.68
CPF	Spokane County Building	\$257.20
	Integrus Architecture	\$39,918.74
	Total	\$40,175.94

The motion was unanimously approved. There was no further discussion.

**Unfinished Business
HVAC Projects
(Item IV.C.1)**

Finance Director Link informed the Board of updates on the HVAC Projects at the Argonne Library and the Deer Park Library. Discussion ensued about the Argonne project expected to start in mid to late February, the public request for bids for Deer Park being released, and how the public would be informed of the closure.

There was no further discussion.

**Unfinished Business
Levy Lid Lift Update
(Item IV.C.2)**

Executive Director Roewe presented a PowerPoint with information on the upcoming levy lid lift. Discussion ensued about priorities for the levy lid lift, estimated costs for those priorities, and costs related to an election.

There was no further discussion.

**Unfinished Business
2026 Budget; Cost
of Living Adjustment
(COLA) for 2026
(Item IV.C.3)**

Executive Director Roewe informed the Board that the District had worked with the union on an MOU to implement a COLA of 2.81%. Discussion ensued about the contents of the MOU and the review from legal counsel. Trustee Stauffer moved and Trustee Clark second the

approval to authorize the District to use a 2.81% cost-of-living adjustment per District Personnel Policy 3.15 for the 2026 budget.

The motion was unanimously approved. There was no further discussion.

New Business
Library Meeting
Room Use Policy
(Item IV.D.1)

Operations Director Doug Stumbough presented the reaffirmed Library Meeting Room Use Policy. Discussion ensued about the libraries being public spaces and the need for clearer language regarding set up and tear down times when booking spaces. Vice Chair Klapp moved and Trustee Paull seconded the approval of the Library Meeting Room Use policy.

The motion was unanimously approved. There was no further discussion.

New Business
Overview: Argonne
(Item IV.D.2)

Library Supervisor Stacy Mills and Librarians Tammy Henry and Janet Hacker-Brumley provided an overview of the Argonne Library, its programs, and how it serves the community.

There was no further discussion.

New Business
Overview: Post-
Pandemic Trend
Analysis, Part II
(Item IV.D.3)

Operations Director Stumbough presented a PowerPoint comparing usage trends of the District and other libraries around Washington State. Discussion ensued about usage trends for the District aligning in most categories with other libraries across the state.

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 items.

There was no further discussion.

Trustee Reports
(Item VI.A)

There were no trustee reports.

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

In addition to the report provided prior to the meeting, Executive Director Roewe informed the Board of an upcoming abuse prevention policy language required by the District liability insurance policy provider.

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 January 2026, with data for customer use measures, programming, and library activities.

There was no further discussion.

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

Finance Director Link informed the Board that the finance report provided prior to the meeting is a draft version since staff are still wrapping up year-end reporting.

There was no further discussion.

Chair Hanson called for a 5-minute recess.

Closed Session
Planning the
strategy or position
to be taken during
collective bargaining
(RCW 42.30.140(4))
(Item VII.A)

The Board went into a closed session at 5:35pm with an estimated time to return at 6:20pm. The Board returned to a regular session at 6:21pm. There was no final action taken.

**Adjournment
(Item VIII)**

Chair Hanson adjourned the meeting at 6:21pm. The next Board Meeting is scheduled for Tuesday, February 17, 2026 at the North Spokane Library.



Jessica Hanson, Chair



Patrick Roewe, Secretary to the Board of Trustees