

BOARD OF TRUSTEES MEETING MINUTES: April 21, 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 Cheney Library, Tuesday, April 21, 2026 at 4:00pm.

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

Excused: Patti Stauffer – Trustee

Also Present: Patrick Roewe (Executive Director), Toni Carnell (Human Resources Director), Vinnie Davi (Video Production Specialist), Emily Greene (Administrative Services Manager), Jane Baker (Communication and Development Director), Andrea Sharps (Collection Services Director), Kristy Bateman (Operations Manager), Amber Williams (Training Manager), Jonathan Melcher (Library Supervisor), Crystal Miller (Librarian), Christie Onzay (Librarian), 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 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 was no public comment.

Approval of March 21, 2026 Regular Meeting Minutes (Item IV.A) Chair Hanson called for any corrections to the March 21, 2026 Regular Meeting Minutes. There were no corrections. The minutes stand as written.

There was no further discussion.

Approval of March 2026 Payment Vouchers (Item IV.B) Discussion ensued about the cost for meeting room chair replacements at the Spokane Valley Library. Vice Chair Klapp moved and Trustee Ellen Clark seconded the approval of the March 2026 Payment Vouchers as follows:

Fund	Voucher/Payroll Numbers	Subtotal
March - GF	0064380 – 00664500 and W001867 – W001886	\$892,371.16
	PR03102026 and PR03252026	\$505,060.60
	Total	\$1,397,431.76
CPF	09779 Allwest Testing	\$4,000.00
	09780 Fire Protection	\$746.24
	09781 Mckinstry	\$306,549.39
	09782 Nortech Inc	\$25,850.60
	09783 Integrus Architecture	\$5,403.50
	09784 TestComm LLC	\$920.00
	09785 Jimmy’s Roofing	\$45,405.86
	Total	\$388,875.59

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

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

Executive Director Patrick Roewe informed the Board of the progress of the HVAC Replacement projects occurring at the Argonne and Deer Park Libraries. Discussion ensued about completion dates and plans to mitigate any service disruption expectations at Deer Park.

There was no further discussion.

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

Executive Director Roewe led the discussion about the status of the levy lid lift election informational documents and related next steps. Discussion ensued about other ballot items and how election costs are portioned out.

There was no further discussion.

Unfinished Business
Property Tax Levy Lid Lift: Calling for an August 4, 2026, Special Election (Resolution 26-01)
(Item IV.C.3)

Executive Director Roewe presented the final version of the resolution presented to the Board at last month’s meeting. Discussion ensued about the resolution being reviewed and approved by the District’s legal counsel. Trustee Clark moved and Trustee Paull seconded the approval of Resolution 26-01 Requesting a Special Election Be Called in order to Submit to the Qualified Electors of the District the Proposition of Whether the District Shall Levy regular Property Taxes in Excess of the Levy Limitation Provided for in RCW 84.55.010 To Provide Funding for Regular Maintenance and Operation of the District be approved.

RESOLUTION NO. 26-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF SPOKANE COUNTY LIBRARY DISTRICT, SPOKANE COUNTY, WASHINGTON, REQUESTING THAT A SPECIAL ELECTION BE CALLED IN ORDER TO SUBMIT TO THE QUALIFIED ELECTORS OF THE DISTRICT THE PROPOSITION OF WHETHER THE DISTRICT SHALL LEVY REGULAR PROPERTY TAXES IN EXCESS OF THE LEVY LIMITATION PROVIDED FOR IN RCW 84.55.010 TO PROVIDE FUNDING FOR REGULAR MAINTENANCE AND OPERATION OF THE DISTRICT; PROVIDING

FOR THE SUBMISSION OF THE PROPOSITION AUTHORIZING SUCH LEVY TO THE QUALIFIED ELECTORS AT AN ELECTION TO BE HELD ON TUESDAY, AUGUST 4, 2026; PROVIDING FOR THE NOTICE OF SUCH ELECTION; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO.

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

Unfinished Business

Property Tax Levy
Lid Lift:
Appointment of Pro
& Con Committees
(Item IV.C.4)

Executive Director Roewe informed the Board that the District received two responses to serve on the Pro Committee and no responses to serve on the Con Committee for writing for and against statements in the Local Voters Guides for the August 4, 2026 election. Discussion ensued about the next steps for the committee. Vice Chair Klapp moved and Trustee Clark seconded the appointment of Edward Carroll and Catherine Tobey to the Pro/For committee. The motion was unanimously approved. Chair Hanson stated for the record that no volunteers responded to the District's requests to serve on the Con/Against committee. There was no further discussion.

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

Executive Director Roewe presented changes to the Access to Library Services Policy. Discussion ensued about the reorganization of the policy wording and the items struck from the policy on the recommendation of the District's legal counsel. Trustee Clark moved and Vice Chair Klapp seconded the approval of 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. Changes included an addition of a new definition and other updates to reflect current practice. Vice Chair Klapp moved and Trustee Paull seconded the approval of the Collection Development Policy.

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

New Business
Recognizing
National Library
Workers Day 2026
(Resolution 26-02)
(Item IV.D.3)

Executive Director Roewe informed the Board about National Library Workers Day and the tradition of the Board approving a resolution recognizing the contributions of District employees. Trustee Paull moved and Trustee Clark seconded that Resolution 26-02 Recognizing National Library Workers Day 2026 and Expressing Appreciation to Spokane County Library District Employees be approved.

RESOLUTION NO. 26-02

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SPOKANE COUNTY LIBRARY DISTRICT, SPOKANE COUNTY, WASHINGTON, RECOGNIZING NATIONAL LIBRARY WORKERS DAY 2026 AND EXPRESSING APPRECIATION TO SPOKANE COUNTY LIBRARY DISTRICT EMPLOYEES.

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

New Business
Overview: Cheney
Library
(Item IV.D.4)

Library Supervisor Jonathan Melcher, Librarian Crystal Miller, and Librarian Christie Onzay provided an overview of the Cheney Library, its programs, and how it serves the community.

There was no further discussion.

New Business
Overview: PDC
Compliance for
Public Agencies
(Item IV.D.5)

Executive Director Roewe reviewed the statutory basis and administrative rules required of the District, its employees, and Trustees, as outlined by the Washington State Public Disclosure Commission (PDC). Discussion ensued about the rules and basic principles within the PDC guidelines.

There was no further discussion.

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

Chair Hanson called for any suggestions or questions regarding future Board meeting agenda items. Discussion ensued about the continuation of levy lid lift updates and trainings.

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 that a District truck used by the Facilities Department is no longer working and the need to use the District's old cargo van until the replacement truck is delivered. Discussion also ensued about fire code changes which will cause the District to have to do work on all the buildings.

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

There was no further discussion.

Fiscal Report
(Item VI.D)

In addition to the report provided prior to the meeting, discussion ensued about the closeout and reporting of the 2025 fiscal year, and the included final drafts of prior months' fiscal reports.

There was no further discussion.

Chair Hanson called for a 5-minute recess.

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

The Board went into a closed session at 5:10pm with an estimated time to return at 5:45pm

The Board returned to a regular session at 5:45pm.

There was no final action taken.

Adjournment
(Item VIII)

Chair Hanson adjourned the meeting at 5:45pm. The next Board Meeting is scheduled for Tuesday, May 19, 2026 at the Fairfield Library.



Jessica Hanson, Chair



Patrick Roewe, Secretary to the Board of Trustees