Board of Trustees Meeting Minutes: August 18, 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 Spokane Valley Library, Tuesday, August 18, 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: Patrick Roewe (Executive Director), Toni Carnell (Human Resources Director), Doug Stumbough (Operations Director), Vinnie Davi (Video Production Specialist), Jason Link (Finance Director), Jane Baker (Communication & Development Director), Emily Greene (Administrative Services Manager), Andrea Sharps (Collection Services Manager), Kristy Bateman (Operations Manager), Danielle Milton (Library Manager), Katy Pike (Librarian), Dana Mannino (Librarian), Diane Brown (Librarian), and four (4) 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.

Resolution No. 26-05: Rescinding Resolution No. 26-04 (Item IV.A)

Executive Director Patrick Roewe presented a new resolution that would rescind Resolution 26-04 due to the levy passing in the August election. Trustee Clark moved and Trustee Paull seconded that Resolution 26-05: Rescinding Resolution 26-04, be approved.

RESOLUTION NO. 26-05

A RESOLUTION OF THE BOARD OF TRUSTEES OF SPOKANE COUNTY LIBRARY DISTRICT, SPOKANE COUNTY, WASHINGTON, RESCINDING RESOLUTION 26-04 AND WITHDRAWING THE SPOKANE COUNTY LIBRARY DISTRICT'S REQUEST TO THE SPOKANE COUNTY AUDITOR TO PLACE A BALLOT MEASURE RELATING TO A REGULAR PROPERTY TAX LEVY ON A

SPECIAL ELECTION BALLOT ON NOVEMBER 3, 2026; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO.

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

Approval of July 21, 2026 Regular Meeting Minutes (Item IV.B)

Chair Hanson called for any corrections to the July 21, 2026 Meeting Minutes. There were no corrections, the minutes stand as written.

There was no further discussion.

Approval of July 2026 Payment Vouchers (Item IV.C)

Trustee Paull moved and Vice Chair Jon Klapp seconded the approval of the July 2026 Payment Vouchers as follows:

Fund	Voucher/Payroll Numbers	Subtotal
GF - July	0064800 – 0064920 & W001852 – W001948	$927,005.30
	PR07102026 & PR07242026	$562,872.18
	Total	$1,489,877.48
CPF	009799 - Apex Mechanical LLC	$367,205.07
	009800 - Jimmy's Roofing	$7,078.50
	009801 - Johnson Controls Fire Protection	$3,311.71
	009802 - Sunbelt Rentals	$7,757.42
	009803 - Apex Mechanical LLC	$69,881.18
	009804 - TestComm LLC	$2,271.00
	009805 - Integrus Architecture	$1,463.00
	009806 - Sunbelt Rentals	$7,216.92
	Total	$466,184.80

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

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

Finance Director Jason Link informed the Board of the progress of the HVAC projects at the Argonne, Deer Park, and Medical Lake Libraries. Discussion ensued about scheduling timelines and statuses of ordered parts. Discussion also ensued about the Facilities Needs Assessment regarding HVAC Projects in the next five years.

There was no further discussion.

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

Executive Director Roewe informed the Board of the Levy Election passing with 53.08% yes votes. Discussion ensued about comparisons to the last Levy Lid Lift election results.

There was no further discussion.

New Business
Friends of the Library Policy
(Item IV.E.1)

Executive Director Roewe and Communication and Development Director Jane Baker informed the Board of updates to the Friends of the Library Policy. Discussion ensued about the number of Friends groups currently engaged with the District. Trustee Patti Stauffer moved and Trustee Clark seconded the approval of the Friends of the Library Policy.

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

New Business Janitorial Services Contract Termination **(Item IV.E.2)**	Finance Director Link informed the Board of the recommendation to terminate the current Janitorial Services Contract with ABM Industry Groups, LLC. Discussion ensued about the contents and service-related deficiencies of the current contract. Trustee Paull moved and Trustee Clark seconded the approval to terminate the current Janitorial Services Contract with ABM Industry Groups, LLC with an end date of September 30th. The motion was unanimously approved. There was no further discussion.
New Business Janitorial Services Contract Award **(Item IV.E.3)**	Finance Director Link presented the Board with a recommended new Janitorial Services Contract with SEALX, LLC. Discussion ensued about additions to the new contract based on the deficiencies of the old contract as well as a review of the Association of Physical Plant Administrators (APPA) guidelines. Vice Chair Klapp moved and Trustee Stauffer seconded the approval of awarding a Janitorial Contract to SEALX, LLC with an effective date of October 1. The motion was unanimously approved. There was no further discussion.
New Business Overview: Spokane Valley Library **(Item IV.E.4)**	Library Supervisor Danielle Milton and Librarians Katy Pike, Dana Mannino, and Diane Brown provided an overview of the Spokane Valley Library, its programs, and how it serves the community. There was no further discussion.
Discussion Items **(Item V.A)**	Chair Jessica reviewed future agenda items for upcoming Board Meetings which will primarily consist of budgetary items. There was no further discussion.
Trustee Reports **(Item VI.A)**	Trustee Paull commented on an interaction between an employee and customer at the Moran Prairie Library that he was very impressed by. There was no further discussion.
Executive Director Report **(Item VI.B)**	In addition to the report provided prior to the meeting, Executive Director Roewe expressed gratitude to employees and Trustees for the work done in support of the successful levy election. Discussion ensued about the presentation of voter data at September Board meeting. Discussion also ensued about the District response to the Old Trails Fire. 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 July 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, Finance Director Link informed the Board of the status of the generator switch installation project with Avista at Moran Prairie and Otis Orchards. Discussion ensued about the cost of the project, required building closures, and that the LINC could not be onsite during construction days due to it being in the shop due to a battery issue.

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 5:25pm with an estimated time to return at 5:40pm.

The Board returned to a regular session at 5:40pm.

There was no final action taken.

Adjournment (Item VIII)

Chair Hanson adjourned the meeting at 5:40pm. The next Board Meeting is scheduled for Tuesday, September 15th at the Moran Prairie Library.

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Jessica Hanson, Chair

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Patrick Roewe, Secretary to the Board of Trustees