BOARD OF TRUSTEES MEETING MINUTES: September 15, 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 Moran Prairie Library, Tuesday, September 15, 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), Jason Link (Finance Director), Vinnie Davi (Video Production Specialist), Doug Stumbough (Operations Director), Toni Carnell (Human Resources Director), Caitlin Wheeler (Library Supervisor), Dana Manino (Librarian), Danielle Marcy (Librarian), Janet Hacker-Brumley (Librarian), Tammy Henry (Librarian), Emily Greene (Administrative Services Manager), and six (6) members of the public.

Call to Order (Item I)	Chair Jessica Hanson called the meeting to order at 4:00pm.
Agenda Approval (Item II)	Vice Chair Jon Klapp 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 September 15, 2026 Regular Meeting Minutes **(Item IV.A)**	Chair Hanson called for any corrections to the September 15, 2026 regular meeting minutes. There were no corrections, the minutes stand as written. There was no further discussion.
Approval of September 2026 Payment Vouchers **(Item IV.B)**	Discussion ensued about invoices for specific vendors, fire code charges, and a sidewalk bond.

Fund	Voucher/Payroll Numbers	Subtotal
GF - Sep	0064921 – 0065008 and W001949 – W001963	$833,997.53
	PR08102026 and PR08252026	$568,445.68
	Total	$1,402,443.21
CPF	009807 Integrus Architecture	$1,820.00
	009808 Sunbelt Rentals	$7,216.92
	Total	$9,036.92

Vice Chair Klapp moved and Trustee Patti Stauffer seconded the approval of the September 2026 payment vouchers.

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

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

Finance Director Jason Link informed the Board of the statuses of the HVAC projects in the District. Discussion ensued about the different statuses of the Argonne Library, the Deer Park Library, and the city of Medical Lake procurement process.

There was no further discussion.

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

Executive Director Patrick Roewe informed the Board of the final election results, that the District's Levy Proposition 1 passed, and that the Spokane County Canvassing Board certified the August 4, 2026 election on August 18, 2026. Operations Director Doug Stumbough presented the statistics of the votes and a comparison to the statistics of the last levy election.

There was no further discussion.

New Business
Gifts Policy
(Item IV.D.1)

Executive Director Roewe informed the Board of updates to the Gifts policy for improved clarity. Trustee Clark moved and Vice Chair Klapp seconded the approval of the Gifts policy as revised.

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

New Business
Public Art in District Facilities Policy
(Item IV.D.2)

Executive Director Roewe informed the Board of updates to the Public Art in District Facilities policy. Updates included changes for clarity and other additions for compliance with trustee bylaws. Trustee Stauffer moved and Trustee Robert Paull seconded the approval of the Public Art in District Facilities policy as revised.

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

New Business
Naming & Recognition Policy
(Item IV.D.3)

Executive Director Roewe informed the Board of updates to the Naming & Recognition policy. Updates included changes for clarity, compliance with trustee bylaws, and language to codify existing practice. Vice Chair Klapp

	moved and Trustee Paull seconded the approval of the Naming & Recognition policy as revised. The motion was unanimously approved. There was no further discussion.
New Business Overview: Overdue Fines Long Term Analysis **(Item IV.D.4)**	Operations Direction Doug Stumbough reviewed the history and impact of removing late fees for materials. Discussion ensued about the history of overdue fines in the District as well as a comparison of fine revenue. There was no further discussion.
New Business Overview: Moran Prairie Library & Fairfield Library **(Item IV.D.5)**	Library Supervisor Caitlin Wheeler and Librarians Danielle Marcy, Dana Mannino, Janet Hacker Brumley, and Tammy Henry provided an overview of the Moran Prairie and Fairfield Libraries, their programs, and how they serve the community. There was no further discussion.
Discussion Items Future Board Meeting Agenda Items **(Item V.A)**	Chair Hanson 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 proposed that the Board consider adopting a resolution recognizing retiring Collection Services Director Andrea Sharps. By consensus, the Board directed staff to prepare such a resolution for the October meeting. There was no further discussion.
Executive Director Report (Item VI.B)	In addition to the report provided prior to the meeting, Executive Director Roewe informed the Board that past chair John Craig had reached out to congratulate the District on the successful levy. There was no further discussion.
Operations Report (Item VI.C)	In addition to the report provided prior to the meeting, Operations Director Stumbough informed the Board of collection agency referrals in 2025 compared to 2022 as a follow up to a question posed during the earlier Overdue Fines presentation. There was no further discussion.
Fiscal Report (Item VI.D)	In addition to the report provided prior to the meeting, Finance Director Jason Link informed the Board that the manual transfer switches for generator power had been installed at Moran Prairie and Otis Orchards.

Discussion also ensued about the status of the janitorial services transfer, and the clean buildings report.

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.

Executive Session
Review the Performance of a Public Employee (RCW 42.30.110(1)(g))
(Item VIII.A)

The Board went into a closed session at 5:40pm with an estimated time to return at 6:10pm.

The Board returned to a regular session at 6:30pm.

There was no final action taken.

Adjournment
(Item VII)

Chair Hanson adjourned the meeting at 6:30pm. The next Board Meeting is scheduled for Tuesday, October 20, at the Argonne Library.



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Jessica Hanson, Chair



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Patrick Roewe, Secretary to the Board of Trustees