

Library Board of Trustees Meeting
Thursday, February 17, 2022
via Zoom

Attendance: Karen Potts, Morgane Plager Roth, Debbie Knodel, Christina Heater, Venesia Adams, no guests

Meeting called to order by Karen Potts at 5:37pm

Approval of January minutes: Debbie moved, Morgane 2nd - passed

Approval of Consent Agenda: Christina moved, Debbie 2nd - passed

Director's Report:

Personal changes described - Library staff & custodian

School related –

Employees participating in "Spirit Week" (dress up days),

Confirmed with Carmen regarding student shadowing librarians – duties to be performed, times/dates agreed upon, trial period started.

Student volunteer coming in on Saturdays

WA Taxes –

When Venesia went online via the state regarding taxes, she was unable to log in.

Looking into it, she discovered that Kylie was still the authorized person. Venesia is re-filing a new authorization form, but we currently have an expired business license. We shouldn't have to pay a fee as Venesia has been working to on this, login in.

Grant - We have applied for the grant to cover the garden expenses.

Banking - Two checks from Sergio have not been cashed, he lost them and would like a replacement.

Washtucna – Venesia has tried to get a hold of him, but he hasn't returned called. Work will need to be done to get access to KOHA.

AARP grant – Almost complete

Elevator – someone complained about it being slow.

Checks – Heidi has used 2 of 4 checks that Venesia left with her.

Venesia – will be returning in March to help with Washtucna & the AARP grant

Concerns:

Venesia expressed frustration regarding the problems with the "new" elevator.

Computer with more gigabits is needed for the circulation desk it is having trouble backing up files.

Computer issues prevented further discussion.

Motion by Christina that depending on John Kragt's availability to hold a special meeting and an executive session next Thursday, Feb 24. 2nd- Morgan, Passed.

Karen will email John.

Karen closed the meeting at 7:22pm

Respectfully submitted by Christina Heater, Secretary

