



Board Meeting Minutes
September 21, 2022, 5:30pm, Library Basement

The meeting was called to order at 5:40 p.m. on September 21, 2022 in the library basement by Karen Potts. Attendees were: Karen Potts, Debbie Knodel, Christina Heater, Amy Wellsandt, Morgane Plager Roth, and Director Vanessa Grimm. Vanessa introduced guest Alisha Zeiler by Zoom.

Reading of minutes was postponed to next month.

Morgane moved to pass the Consent Agenda, Debbie seconded, it was passed by voice vote.

There was no report from the Foundation.

Vanessa gave the Director's Report. Vanessa reported that Basin electric there is still an ongoing issue, but should be cleared up. The current audit still includes incoming bills, Vanessa believes that Heather (the auditor) will request better record-keeping, better retention of records, and possibly new trainings. Director Vanessa reported that Otis, the elevator company, needed signatures to move forward with the elevator maintenance.

The library basement will reopen on November 1st for community meetings and the new fall hours shall be 10 a.m. to 8 p.m. to accommodate a larger portion of community needs.

Caroline from the State Library informed the library and they will pay for KOHA training for Heidi online.

Vanessa will be building a policy for unpaid leave. One employee did not have new employee benefits set-up correctly. Vanessa is still getting healthcare set-up for herself.

The Kathy Yerxa Fund was discussed, with the possibility of a Truffle of Trees a Seussian-style revamp of the children's room. Much in the same way that the Whitman County Library has for their children's area.

Former Director Venesia Adams billed the library for \$3,832.05 which included charges of 3 Zoom meetings, postal packages, and annual leave. Morgane moved "to pay the bill of \$3,832.05 for 3 Zoom meetings, postal packages, and annual leave." Christina seconded the motion, after discussion the motion was passed by voice vote. Vanessa reported that it will be paid along with the final payroll dated October 10th.

Vanessa reported on general ongoing snow removal and lawn care issues and closed her report.

Karen closed the meeting at 6:30 p.m. Next month's meeting shall be October 19th at 5:30 p.m.

Respectfully Submitted,

Morgane Plager Roth
September 23, 2022