



BOARD OF TRUSTEES MINUTES October 16, 2024

A regular meeting of the East Adams Library District (Ritzville Library District #2) Trustees was called to order by Morgane Plager Roth at 5:40 p.m. on October 16, 2024. Members in attendance were: Director Millie Hopkins, Morgane Plager Roth, Amy Wellsandt, Debbie Knodel,, and Vanessa Grimm. There were no guests in attendance.

Amy moved to approve the minutes from September 18, 2024. Debbie seconded the motion. Motion passed by voice vote. Vanessa moved to accept the Consent Agenda of \$18,405.48. Debbie seconded the motion. Motion passed by voice vote after a short discussion.

Millie presented the Director's Report. She has worked on a new employee handbook and time was spent going through the changes and improvements as a group. There is a plan to have a Director's Evaluation created by the board. Millie has worked on the budget for 2025.

The window is planned on being installed as soon as possible. The painting of the wood trim will need to take place in the spring/summer for the wood to be completely dried out.

New shirts were ordered for staff to wear at community events. Youth programs are in the process of being rebranded, specifically Tween Time and Teen Scene will be changed to Middle School Night and High School Night. This will ensure the complete separation of the age groups and hopes to increase attendance.

Upcoming programs include UFO Northwest: How Washington State Spawned the Men In Black and an author visit from Travis Baldree.

Success stories include the story time increasing consistently, praise from a patron about bringing in new and diverse books, and enrolling 15 kids in the 1,000 Books Before Kindergarten program!

The next board of trustees meeting will be November 20th at 5:30 p.m.

Morgane closed the meeting at 7:18 p.m.

Respectfully submitted,

Amy Wellsandt
November 18, 2024