

**BOARD OF TRUSTEES MINUTES**  
**May 18, 2023**

**Call meeting to order:**

Meeting called to order at 4:06pm

**Present:** Bryce Kammers, Shannon Grow, Karen Pell, Erin Kolb, Jennifer Ashby,  
Mary Neuman

**Additions/Corrections to the agenda:**

None

**Acceptance of minutes:**

April meeting minutes

Shannon moved to approve the April minutes/Karen seconded. The motion passed.

**Financial report:**

May financials

Shannon moved to approve the vouchers and payroll as a slate. Karen seconded. The motion passed.

\$35,226.08 in vouchers, \$60,132.66 in payroll.

Total = \$95,358.74

**Public/Staff Comment (3-minute limit):**

None

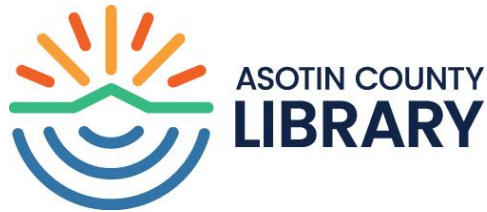
**Old business:**

**Strategic Plan**

Shannon moved and Karen seconded to move forward with the plan as written. The motion passed.

**STEAM Equipment Policies**

Shannon moved to approve the Creation Space and STEAM Areas Policy; the Lost and Damaged Library Equipment & Accessories Policy;



and the Creation Space and STEAM Areas Use and Release Agreement/Karen seconded. The motion passed.

**Youth Services Job Description/Ad**

The Board looked over the Job Description and Employment Advertisement; Jennifer will post the job.

**New business:**

**Reserves policy**

Tabled for now.

**Director's Report:**

See written report.

We talked about standardizing the names of the library system and buildings. We will refer to the system as Asotin County Library rather than Asotin County Libraries and the buildings as the Downtown Library and the Heights Branch. There was some discussion of renaming the Heights Branch to Appleside Branch.

**Assistant Director's Report:**

See written report.

**Adult Services Report:**

See written report.

**Communications:**

None

**Committee Reports:**

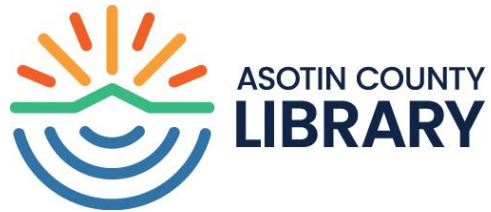
**Strategic Planning**

See above.

**Friends**

\$2600 was made at the recent book sale. Gail Scott is the new president.

**Foundation**



Carolyn Petersen talked about strategic planning via Zoom at the last meeting. Wanda Keefer had some suggestions which the Foundation will consider in the

coming months. Jan and Kay would like to meet with library staff in advance of the Foundation meetings to see if there are projects they can help with.

**Adjournment:**

Meeting adjourned at 5:11pm.