

**Jefferson County Rural Library District
Board of Trustees Regular Meeting
Online Via Zoom Conference Call
Minutes – Wednesday, January 12, 2022**

Call to Order: Chair Michael Kubec called the meeting to order at 10:03 A.M. Present were Trustees Hal Beattie, Joan Chapdelaine, Michael Kubec, Raj Rakhra, Cheri Van Hoover, Director Tamara Meredith, and staff member Jamie Pena.

Citizen Questions and/or Comments: None.

Approve/Amend Agenda: Hal Beattie **moved to approve** the agenda as written. Raj Rakhra **seconded the motion** and the **motion carried**.

Approve/Amend Minutes of December 15th: Cheri Van Hoover **moved to approve** the minutes of December 15th as written. Hal Beattie **seconded the motion** and the **motion carried**.

Board Education/Staff Update: New E-Resources in 2022: Tamara Meredith introduced the Board to new library e-Resources hoopla, Brainfuse, and Value Line. She also reported the Washington Anytime Library collection had also been expanded to include 2000-3000 eMagazines.

Director's Report: Tamara Meredith reported that regular patron traffic continued to hover around 45-48% of pre-pandemic numbers. Circulation remained roughly 85%. The library continues to offer online-only youth and adult programming as well as independent in-library activities and take-and-make kits. Youth programs included online storytimes, school outreach visits, make-and-take craft kits, and an in-library teen drawing activity. Regularly scheduled online adult programs included: two Tech Tuesday classes, a Trivia night, a book discussion group, and the second "Great Dissenter" program which had eight attendees. The "Homes for the Holidays" gingerbread house contest had 33 entries, 167 online votes, and winners announced in late December. The holiday take-away event distributed 700 we-treat gift bags and 400 take-and-make crafts, with funding provided by the Friends of the Jefferson County Library. Custodian, Janitor, and Digital Equity Navigator positions were filled in December. The library received \$50,000 of Digital Navigator funding through the Office of Broadband as a partner on the ConnectWA grant. The District was forced to close early and suspend a few days of Bookmobile service during extreme weather the last week of December.

Financial Report: Revenues received for December totaled \$312,180.00. Operating expenditures for December were \$149,736.00. The total balance of funds at the end of December was \$4,140,716.00. Other balances include: Board Designated Unrestricted Funds of \$2,502,923.00 and unemployment reserve of \$234,803.00.

Approval of Vouchers: Hal Beattie **moved to approve** the payment of vouchers in December for \$159,973.51 Cheri Van Hoover **seconded the motion** and the **motion carried**.

Chair's Report: Michael Kubec reminded the Board about writing thank you notes for Winter Giving Campaign donors. Tamara Meredith will inform the Board members when materials are ready to be picked up at the library. Michael also asked the Board to review 2022 regular meeting dates in case they are unable to attend.

Friends of the Library News: Tamara Meredith reported the FOL would hold its annual meeting on January 14, 2022.

Unfinished Business

- **INFORMATION: Capital Projects updates:** Tamara Meredith reported that the library is waiting for County permit approval for the Hagen Building. An additional water drainage design has been required and the architect hopes to resubmit the plans in mid-to-late January. She reported that the sewer system planning/funding could occur by 2024. The Bike Path Project was expected to proceed with power lines buried in April.
- **DISCUSSION: Board Support in Director's Workplan:** The Board showed support for Tamara Meredith's Workplan and were requested to evaluate where their skill sets may be applied.

[Raj Rakhra left the regular meeting at 11:31 A.M.]

New Business

INFORMATION: Winter Giving and Recent Donations: Tamara Meredith reported that the Winter Giving Campaign officially finished on December 31st, but donations continue to trickle in. As of January 10, 2022, total donations are roughly \$48,500. She also reported a \$235,000 donation from the estate of Paul Anderson.

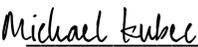
DISCUSSION: 2022 Board Calendar: Michael Kubec asked the Board to review topics assigned to the 2022 monthly board meetings and submit feedback for approval at the February regular meeting. Tamara Meredith requested that the library's Art Policy be revisited.

DISCUSSION: Trustee Transition/Rotation: Michael Kubec asked the Board to evaluate the Board's rotation system and whether it should remain the same or be updated.

Communications: Tamara Meredith brought to the Board's attention an informal library materials concern from a member of the public via email. A Request for Reconsideration was not submitted. It was noted that both formal and informal challenges to materials are becoming more frequent.

The meeting was adjourned at 11:54 A.M.

Next Meeting: REGULAR MEETING – 10:00 A.M., Wed., ~~January 12, 2021~~ **February 9, 2022**

DocuSigned by:

8D15C7B5D578419...
Michael Kubec, Chair

DocuSigned by:

D929B7DC3BF64CA...
Joan Chapdelaine, Secretary