



MINUTES

Richland Public Library Board
Library Board Room – 955 Northgate Drive
August 13, 2019, 5:30 – 6:30 PM

CALL TO ORDER:

VICE-CHAIR MAIER CALLED THE MEETING TO ORDER AT APPROXIMATELY 5:30 P.M.

ATTENDANCE:

CHAIR LUNSTAD, VICE-CHAIR MAIER, BOARD MEMBERS BOOTH AND LIGHTNER WERE PRESENT. ALSO PRESENT WERE COUNCIL LIAISON LUKSON, LIBRARY MANAGER CAMPBELL HIME, ADMINISTRATIVE ASSISTANT BARADA, COLLECTIONS SUPERVISOR BARNABY AND FOUNDATION VICE PRESIDENT KRISTEN MANKE. BOARD MEMBER DANZ WAS ABSENT.

APPROVAL OF AGENDA:

CHAIR LUNSTAD MOVED AND BOARD MEMBER BOOTH SECONDED THE MOTION TO APPROVE THE AGENDA AS IS. THE MOTION CARRIED 4-0.

APPROVAL OF MINUTES:

VICE-CHAIR MAIER ASKED FOR A MOTION TO APPROVE THE MINUTES OF THE JULY 9, 2019 MEETING. BOARD MEMBER BOOTH MOVED AND CHAIR LUNSTAD SECONDED THE MOTION TO APPROVE THE MINUTES OF JULY 9, 2019 AS IS. THE MOTION CARRIED 4-0.

REPORT OF THE LIBRARY MANAGER:

A STEAM garden is an idea the Friends and Foundation want to look at closely.

Library Manager Campbell Hime spoke on KONA about the six hotspots that RPL will start circulating in September. The Foundation will be paying for the internet service.

The hiring of five intermittent has allowed the library to be staffed at a minimal level of service.

RPL is now offering auto renewals for physical materials. If an item is not on hold it will automatically renew. This has caused circulation to increase.

Hoopla is proving to be popular with patrons. The cost is continuing to increase monthly. RPL has anticipated this increase and requested more money for the 2020 budget.

PUBLIC COMMENTS:

No comments were made.

APPROVAL OF BILLS:

BOARD MEMBER LIGHTNER MOVED AND BOARD MEMBER BOOTH SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR AUGUST 2019 IN THE AMOUNT OF \$136,028.62. THE MOTION CARRIED 4- 0.

UNFINISHED BUSINESS:

There was no Unfinished Business to discuss.

NEW BUSINESS:

1. Theresa Barnaby, Collection Supervisor, discussed how she chooses what materials to order for the library. She went into detail and showed the different sources she uses when ordering materials for the library. She also discussed how the process works when she receives a request for reconsideration of materials from a patron.
2. Possible dates were discussed for a joint meeting between the Friends, Foundation, and Board. Board Members will email Administrative Assistant Barada on dates that work for them.

CITY OF RICHLAND CORE VALUES:

Board Members discussed the second Core Value; manage and maintain infrastructure and facilities.

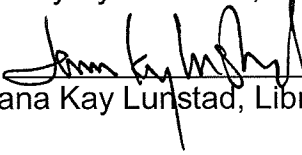
AGENDA ITEMS FOR UPCOMING BOARD MEETING:

1. Draft of Library Guidelines
2. Library Budget

ADJOURNMENT:

VICE-CHAIR MAIER ADJOURNED THE MEETING AT 6:40 P.M.

Prepared and submitted by Kylie Barada, Administrative Assistant

Minutes Approved by: 
Jana Kay Lunstad, Library Board