



111 S. 3rd Street, P.O. Box 74, Dayton, WA 99328
Phone (509) 382-4131 – Fax (509) 382-1059
info@daytonml.org
www.daytonml.org

Board of Trustees Meeting

Minutes for July 19, 2021

1. Call to order: 7:10pm
2. Roll call and welcome: June Riley (vice-chair), Joe Huether (treasurer), Heather Stearns (secretary), Jay Ball, and Todd Vandenberg (director). Absent: Karin Spann (Chair), excused. There were technical difficulties with setting up the Zoom meeting, however the in-person meeting at the Delaney was open to the public.
3. Approval of minutes from June 21, 2021: Jay motioned to approve, Heather seconded. Motion passed.
4. Treasurer's Report
 - a. Approval of Voucher Transmittal for June 2021. Joe moved to approve vouchers #4316 through #4356 in the amount of \$26747.00. Jay seconded. Motion passed.
 - b. Review of June 2021 Budget Report was presented by Joe.
5. Director's Report was presented by Todd. Todd would like to have a meet and greet for the two new employees at the next Board meeting. Todd has also put together a new email newsletter to inform subscribed residents about happenings at the library. The Library is now open for full hours as of July 12th. The annual Summer Reading program has been well attended.
6. Old Business
 - a. Lift update: the elevator is operational!
 - b. Telephone system update: phone system is still on hold due to an item being on backorder.
 - c. Camera system update: it is now installed and working.
 - d. Basement windows update: Work on the new Delany windows has begun.
 - e. Pandemic update: Mask mandates are still in effect in accordance with the Governor's guidelines.
 - f. Public engagement plan: Todd is focusing efforts on the library newsletter, and getting out and about to visit stakeholders in the community.
 - g. ARPA grant update: Todd just applied for a grant to expand the tech services we already offer (hotspots, etc.).
7. New Business
 - a. Welcome new employees: Francisco Contento-Navarro (Public Services Coordinator) and Ellen Brigham (Library Assistant I)
 - b. Policies review and update: [Bulletin Board Policy](#) and [Credit Card Policy](#). Heather moved to approve changes to the Bulletin Board policy, June seconded, motion passed. Jay moved to approve changes to the Credit Card policy, Heather seconded, motion passed.
 - c. Plan Meet & Greet for after the next Board meeting to express appreciation to community members and staff for all they do to make the library successful.
8. Meeting adjourned at 7:43pm