

## **Policy for Public Comment at Board Meetings**

The Columbia County Rural Library District Board encourages input from the public. The purpose of this policy is to ensure that interested parties representing various points of view are allowed time to present those viewpoints while permitting the Board to conduct its meetings in an efficient and effective manner.

### **Rules and Procedures**

**Agenda:** There is an official agenda for each Board meeting that determines the order and content of business conducted at that meeting. Requests by members of the public to place an item of business on the agenda must be made to the Board Chair at least one week prior to a regular meeting and may be included on the agenda at the discretion of the Board Chair.

**Public Comment:** The Board will provide an opportunity for public comment at each of its regular meetings by including a public comment agenda item. The Board Chair or presiding officer will ask if anyone wishes to address the Board and will determine the order in which speakers will be recognized. When deemed to be appropriate, the Board Chair or presiding officer may also grant a request to address the Board during other portions of the meeting.

**Presentation of Comments:** Each speaker will provide his/her name, address and group affiliation, if any. The Board Chair or presiding officer has the discretion to determine the length of time and the number of times a person may speak. Comments should be brief and to the point. Total time allotted to public comments shall not exceed 21 minutes.

Unless additional time is granted by the Chair or presiding officer, each person will have three (3) minutes to speak. Members of the public will **not** be allowed to speak a second time **until only after** all members of the audience who wish to speak have had the opportunity to do so. The Board Chair may also deny the opportunity to speak to a person who has previously addressed the Board on the same subject within the past two months. Speakers are expected to display proper decorum at all times. [see Public Meeting Code of Conduct]. Those who fail to do so may be prohibited from making further comments or be asked to leave the meeting as per RCW 42.30.050. If at any time, the orderly conduct of the Board meeting is rendered unfeasible, the meeting will be adjourned and reconvened, if necessary, at another location with representatives of the press, if any, in attendance.

**Petitions or Written Correspondence:** Any petitions or written correspondence to the Board will be presented to the Board at the next regularly scheduled Board meeting. **Such requests should be submitted at least one (1) week prior to the Board meeting, but no later than two (2) business days beforehand.**

### **Board Response**

**Action:** As a general rule, the Board will not respond to public comments at the time they are made. The Board may comment, take action, or not take action with respect to a public comment at a future Board meeting, as it deems appropriate.

**Exception:** The Board reserves the right to waive this policy and these procedures when necessary to conduct Board meetings effectively.

COLUMBIA COUNTY RURAL LIBRARY DISTRICT

Regular meeting of the Board of Trustees

Monday, May 16, 2022

Meeting Location

Dayton Memorial Library

111 S. 3<sup>rd</sup> St.

Dayton, WA 993228

**Call to order:** The meeting was called to order at 7:15 p.m. by Board Chair Jay Ball.

**Trustees present:** Jay Ball, Michele Smith, Sharon Mendel

**Others present:** Todd Vandebark, Library Director, and from the public; Melissa and Seth Bryan and Kraig Horlacher.

**Approval of the minutes of the regular meeting of April 25, 2022:** Sharon Mendel made a motion to approve the minutes. The motion was seconded by Michele Smith and passed unanimously.

**Director's report:** See attached.

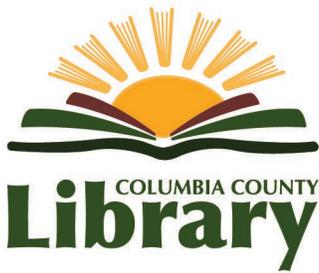
**Financial Report:** A motion was made by Sharon Mendel and seconded by Michele Smith to approve the Payroll and Vendor Vouchers #4806 through #4831 in the amount of \$35,788.96, and it passed unanimously.

**Old Business:** A workshop for the 2022-2025 Strategic Plan has been scheduled for Monday, May 23 from 6:30 p.m. to 8:30 p.m.

**New Business:** The Policy concerning Public Comment at Board meetings was presented to the Board of Trustees for their approval. A motion made by Michele Smith and seconded by Sharon Mendel to approve the policy as written. It was unanimously approved.

**Public Comment:**

**Adjournment:** The meeting was adjourned at 7:43 p.m.



Columbia County  
Rural Library District

111 S. 3rd St, PO Box 74  
Dayton, WA 99328

## Report to the Library Board of Trustees, May 2022

*Director's Report by Todd Vandembark, MLS*

Quote of the Month

“Everything you need for better future and success has already been written. And guess what? All you have to do is go to the library.”

-- **Henri Frederic Ameil** (1821-1881. *Swiss moral philosopher, poet, and critic*)

News

Grants

*COVID Relief Grant*

ALA COVID Library Relief Fund grant of \$20,000, which will be used to supplement our materials budget, purchase new laptops so more patrons can participate in computer classes, supplement funding for Take and Makes and Family Story Hour, and support other areas in the library.

*VR 360 from the WA State Library*

Virtual Reality in 360 (VR 360) is a special grant program that will provide the library with the tools and specialized training needed to create a virtual reality experience. I am partnering with the Dayton Historic Depot to create virtual tour of the depot. This tour will be hosted on the WA State Library's website. The kit contains a 360-degree camera with tripod, wireless microphones, audio recorder, laptop with software, and sturdy carrying case. I traveled to Seattle to attend a 2-day training session on how to use the equipment last week. Funding and equipment are being provided by the WA State Library.

*Wellness Grant*

The library applied for and received a \$500 wellness grant through HRA/VEBA, which provides us with and monitors our health reimbursement accounts. These funds will be used to provide healthy meals for staff at our next 5-6 all-staff meetings.

## Staff and Programming

### Cinco de Mayo

At last month's Cinco de Mayo event at the elementary school, three members of the Friends of the Library set up a table to promote library programs and services, including our Summer Reading Program.

### Bike Decorating

The library saw a total of 11 adults and children decorate bikes for the Dayton Days parade. Todd was joined by over a dozen kids to lead the parade on Saturday, including kids that showed up for the parade. Thanks to Belinda at the Dayton Chamber of Commerce for directing kids who wanted to be in the parade to join our group.

### Summer Reading Program

For our SRP kickoff event, over 91 people attended with 46 kids, 4 teens, and 29 adults signing up for the program. Thank you to the volunteers – Pearl, Lois, and Sharon – for helping make the kickoff a great success! And thank you to the Friends for providing funds for this event and program. Details about the SRP are listed in the flyer.

### Computer Classes

I will be offering another Computer Basics class on Saturday, June 25, 2022, starting at 9:00 am in the Delany Building. If you know of anyone who might benefit from this class, please share this information with them. More classes will be scheduled in the weeks to follow.

*Goodwill Connect* (part of Goodwill Industries) offered a grant-funded program for people who do not own computers to obtain a Chromebook and accessories, along with a one-hour, personalized training session. This program was advertised at our computer classes and several local residents were able to take advantage of it before they ran out of computers.

### VR Happy Hour

Using a virtual reality (VR) headset and laptop provided by the WA State Library, we have resumed offering our "VR Happy Hour" on Tuesdays and Thursdays from 1:00 – 3:00 pm for teens. Nala Watters is sharing her expertise in this area and overseeing these events.

## Discovery Kids

DK continues to be our most popular program, with anywhere from 10-20 children and 7-15 parents and grandparents in attendance.

## Events of Interest to Trustees

United for Libraries Virtual: Trustees – Friends – Foundations 2022

Dates: August 9-11, 2022

This three-day virtual event featured expert speakers on current topics facing library Trustees, Friends, Foundations, and staff who work with them. Registration, event schedules, and program descriptions are available on the ALA website, United for Libraries Division:

[https://www.ala.org/united/events\\_conferences/virtual](https://www.ala.org/united/events_conferences/virtual)