

CALL TO ORDER

The meeting was called to order at 5:30 pm by Secretary Andrew Wirkkala.

Board members Jessie Wagnon and Imelda Collop were present. Vice-Chair Ed Frost attended remotely.

Also in attendance were Director – Public Services Jessie Tomren and Associate Director – Operations Erin Meneely.

APPROVAL OF AGENDA

Jessie Wagnon moved to approve the Agenda as presented. The motion was seconded by Imelda Collop and carried unanimously.

APPROVAL OF CONSENT AGENDA

Ed Frost moved to approve the Consent Agenda as presented. The motion was seconded by Imelda Collop and carried unanimously.

Associate Director – Operations Erin Meneely confirmed surplus equipment and furniture will be sold at a surplus sale at the Kennewick Library on Friday, August 21. Surplus vehicles will be prepared to be sold at auction.

Approval of Minutes

The Board approved the Minutes from the meeting of June 16, 2026.

Treasurer's Report

General Fund – \$5,336,836.52

Library Capital Reserve Fund – \$2,371,708.82

Stroh Fund – \$217,849.23

Approval of Payroll & Benefits

The Board ratified the signature of the Board Chair for direct deposits numbers RA-2009808 through RA-2009933 in the amount of \$346,446.30 dated July 10, 2026.

Approval of Accounts Payable Checks

The Board ratified the signature of the Board Chair for Accounts Payable direct deposits numbers RA10000130 through RA10000137 and check numbers 68570 through 68687 in the amount of \$537,063.12.

Surplus Property

3,763 library materials were declared surplus. The items were worn out, obsolete, or no longer needed.

Surplus Equipment/Furniture

Computers, monitors, printers, furniture and other miscellaneous items were declared surplus. The items were worn out, obsolete, or no longer needed.

Surplus Vehicles

Three vehicles were declared surplus.

Bad Debt Write-Off

The Board ratified the signature of the Board Chair for write-off of bad debts covering the period of: 6/1/2026 through 6/30/2026 in the amount of \$4,638.14 and outstanding bad debts for customer balances of less than \$25.00 in the amount of \$303.65. The total bad debt write-off for June is \$4,941.79.

SYSTEM REPORT

Director – Public Services Jessie Tomren provided a brief verbal report to accompany the information provided. She updated the Board on library news around the state, the Summer Reading Challenge, and upcoming programs and events.

BOARD COMMENTS

Secretary Andrew Wirkkala provided a brief report from the Governance Committee, and Board member Jessie Wagon provided a brief report from the Services Committee. Vice Chair Ed Frost recommended the customer satisfaction survey report shared at the Services Committee meeting be shared with the full Board.

Upcoming meetings are listed below.

- Governance Committee Meeting – August 7, 2026
- Resources Committee Meeting – August 4, 2026
- Services Committee Meeting – August 5, 2026
- Board Meeting – August 18, 2026

ADJOURNMENT

The meeting adjourned at 6:00 pm.

Approved:

Andrew Wirkkala, Secretary