

Omak Public Library Board Meeting

November 14, 2016

Members Present: Sue Radek, Janet Dengel, Cynthia Tollefson, Katie Moomaw, Betsy Rainsford and Librarian Sharon Reddick.

October Minutes were read and approved with one correction. The green Formica in the library work room will be replaced with something that matches the woodwork.

Bills presented for approval and payment:

Oxarc: check fire extinguishers, \$57.30

City of Omak: water, sewer, storm, \$134.80

PUD: power, lights, \$380.25

Cintas: mats laundered, \$35.12

Midway Pest Control: spider spray, \$297.27

Old Business:

~Sharon has called the city to remind them we have requested a "No Skateboarding" sign.

~ Since the NCRL is 35 feet long, it will not be possible to find room for it on library property.

Sharon referred NCRL to Jim Brucker who could possibly find a space. The building will need to have locking doors and electricity. The NCRL will cover all costs.

New Business:

~Upon reviewing the safety checklist that the NCRL provides to help keep library staff safe, Sandra discovered the fire extinguishers had expired. The city was called and Todd confirmed this and so we have an unexpected bill at the end of the budget year. Sharon asked that we be on the inspection list for city buildings so our fire extinguishers will be checked yearly. We all agreed it is important to have signs to let patrons know the locations of the fire extinguishers. Sharon will call Oxarc to see if they carry these signs.

~The flagpole garden was so beautiful this year thanks to Janet Dengel. Thank you Sue for cleaning and winterizing the garden.

~ The back office space has been undergoing sorting and weeding out to make room for the NCRL Book Mobile staff who will be using the North side of the room for books and office space. Sharon will ask the city what should be done with a cabinet that will have to be removed to make more available space.

~One of the large tables in the Pioneer room is damaged and needs to be replaced. The Pioneer Club will buy 3 new tables and a table cloth with Omak Library's name on it to be used for functions. The board appreciated the Pioneer Club.

~An NCRL Human Resources person evaluated the library's front desk and found it to be attractive but poor ergonomically. There is too much repetitive reaching and improper heights of keyboards, etc. They suggested a stand up station as well as a sit down station. The staff is testing out a temporary home made stand up station before researching what to purchase so this is a work in progress. The NCRL will purchase the new desk.

The next meeting will be Tuesday, December 13th, 1:00 at the Breadline for our annual holiday lunch/meeting.

Meeting adjourned.

Respectfully Submitted, Betsy Rainsford