

1                   **SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES**

2                   Conference Room, San Juan Island Public Library

3                   August 9, 2005

4  
5 **Members Present:** Richard Civile, Tom Metke, Ruth Offen, Roy Mocerì

6  
7 **Members Absent:** Elisabeth Rush

8  
9 **Staff Present:** Lauren Stara, Shannan Sword

10  
11 **Others Present:** Diane Kaufman of Friends of the Library, Carrie Lacher

12  
13 President Richard Civile called meeting to order at 6:04 p.m.

14  
15 **Public Access**

16 None

17  
18 **Agenda Approval**

19 Under new business, include board meeting attendance in bylaws discussion

20           **MSC** Roy Mocerì moved and Tom Metke seconded to approve the agenda as  
21           submitted. Passed.

22  
23  
24 **Approval of Board Meeting Minutes of July 12, 2005**

25 Line 20, correction of "personal" to "personnel."

26           **MSC** Tom Metke moved and Ruth Offen seconded to approve the agenda as  
27           amended. Passed.

28  
29 **Friends of the Library**

30 Diane reported that the Friends grossed approximately \$4100 from the book sale which  
31 was better than expected and not a lot of books were left over. Jim Knight of FOL  
32 volunteered to be on the long range planning committee.

33  
34 Next FOL meeting scheduled for Monday, August 29<sup>th</sup> at 8:00 a.m. As Richard was  
35 unable to attend the last meeting, he will attend as board delegate.

36  
37 **Approval of Bills:**

38  
39           **MSC** Roy Mocerì moved and Ruth Offen seconded to approve Warrant Nos.  
40           2509515 – 2509554, in the amount of \$17,332.89. Passed.

41  
42           **MSC** Warrant No. 2509555, in the amount of \$574.80. Deferred until  
43           September.

44  
45           **MSC** Tom Metke moved and Roy Mocerì seconded to affirm the July payroll in  
46           the amount of \$27,559.80.

50 **REPORTS**

51

52 **Director's Report:** Lauren reported that she, Ruth, and Shannan have registered for  
53 WILL to be held Sept. 14 – 16. Richard expressed interest in also attending. Lauren  
54 shared the annual report from the local law library located at the county courthouse that  
55 is open to the public (though it is not a lending library). Discussion developed regarding  
56 librarian Beth Helstein's inquiry of ACLU having a display table at the library as part of  
57 the library's September 11<sup>th</sup> discussion. Beth was asked to provide more details to the  
58 board during this discussion: ACLU is non-partisan, there will be no recruitment efforts,  
59 ACLU will be providing information on the Patriot Act and more specifically the Sanders'  
60 Amendment also known as the Freedom to Read Amendment. Consensus of the board  
61 was that an ACLU information table at the library is acceptable.

62

63 **Youth Services Librarian's Report:** Shannan gave an update on the summer reading  
64 program. Attendance has ranged from 42 children to 106. 85 children have completed  
65 their reading logs which are made up of minutes based on age and some children have  
66 completed several logs. Awards will be presented at the Library's County Fair booth.

67

68 **Technology Specialist Report:** Richard noted that technology specialist Floyd Bourne  
69 continues to make improvements to the library's technology system. The lap top  
70 program is still very popular and Lauren explained the disclaimer patrons sign before  
71 usage. The next big tech project will be upgrading the catalog from the current DYNIX  
72 system. Floyd is also exploring other options and discussing budget issues with DYNIX.

73

74 **OLD BUSINESS**

75 **Health Insurance:** Tom shared his detailed analysis of insurance premium cost  
76 comparisons between the current staff health insurance plan and a Health Savings  
77 Account (HSA) plus catastrophic medical insurance plan (based on figures provided by  
78 Kerwin Johnson from Islanders Insurance and Lauren). Tom pointed out that his  
79 analysis only compared medical benefits, the assumption being that the library could  
80 continue with dental and vision coverage since these are currently separate policies.  
81 Tom pointed out that with HSAs, the government allows employer/employees to make  
82 contributions in the amount of the annual deductible, which in Tom's examples ranged  
83 from \$1500/\$3500 (individual/family) to \$3500/\$7000 with a contribution cap of  
84 \$2600/\$5150. These contributions are pretax dollars, any unused funds can rollover  
85 from year to year, the monies are not taxed when used, any HSA monies can also be  
86 invested, and HSA monies can be used for vision and dental expenditures although  
87 these are not covered under the HSA plan.

88

89 Given Tom's parameters and with an assumption of the lower deductible plan, he  
90 estimated that there could be substantial savings to the library using the HSA plan,  
91 assuming that the library contributed one-half of the HSA contribution amount and the  
92 employee contributed the other half. Tom suggested that library staff provide input on  
93 their estimated health insurance usage and also suggested the library set up a  
94 contingency fund to cover medical costs during the first year of HSA implementation  
95 while employees are building up their accounts.

96

97 At Lauren's request, Tom agreed to give a brief demonstration of his analysis at the all-  
98 island library meeting scheduled for Wednesday, August 10<sup>th</sup> and possibly also help  
99 present the information to library staff.

100  
101 **All-Island Trustees Meeting** agenda was reviewed. Lauren noted that she is very  
102 interested in pursuing resource sharing and will seek input on the long term planning  
103 process.

104  
105 **Long-range Plan:** Lauren reported that she has received the ordered copy of the book  
106 *The New Planning for Results* that outlines the long-range planning process. This  
107 process is spread out over three months: one 5-hour meeting during the first and  
108 second months, and one 2-hour meeting during the third month. Lauren will be inviting  
109 state library staff to speak to the board in October regarding the long range planning  
110 process and will send invitation letters to possible community representatives in  
111 September. The process is scheduled to begin January 2006.

112  
113 **NEW BUSINESS**

114 **Board of Trustees bylaws.** Lauren distributed copies of the bylaws. It was noted that  
115 the bylaws do not specifically address meeting attendance. Discussion of board  
116 member participation was deferred until September.

117  
118 **CONTINUATION**

119 **MSC** At 7:50 p.m., Tom Metke moved and Roy Mocerri seconded to continue the  
120 meeting until 11:30 a.m. August 10, 2005. Passed.

121  
122  
123  
124  
125 Respectfully submitted: \_\_\_\_\_  
126 Board Secretary

127  
128  
129  
130 Approved: \_\_\_\_\_  
131 Board President