

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

Conference Room, San Juan Island Public Library

August 12, 2008

Members Present: Marie Johansen, Tom Metke, and Lynn Weber/Roochvarg

Members Absent: Fred Henley and Susan Rosenberg

Staff Present: Laura Tretter, Shannan Sword, and Carrie Lacher

FOL Present: none

Tom Metke called the meeting to order at 6:00 p.m.

Public Access

None

Agenda Approval

MSC Marie Johansen moved and Lynn Weber-Roochvarg seconded to approve the agenda as submitted. Passed.

Approval of Board Meeting Minutes of July 15, 2008

MSC Marie Johansen moved and Lynn Weber-Roochvarg seconded to approve the minutes as submitted. Passed.

Friends of the Library

Laura attended the August FOL meeting. At this meeting, she presented information on the digitized Jim Crook collection. The annual book sale saw sales up 33 to 35 percent over last year; it was very successful. FOL continued to have discussion regarding a joint social gathering of FOL and the Library board/staff maybe in October. Yvonne Beckham will be leaving the FOL board very soon so they are in need of another new board person. Laura will check with Fred and Susan as to who can attend the September FOL meeting.

Approval of Bills:

MSC Marie Johansen moved and Lynn Weber-Roochvarg seconded to approve early due bills in the amount of \$11,025.94. Passed.

MSC Marie Johansen moved and Lynn Weber-Roochvarg seconded to approve regular due bills in the amount of \$6,538.46. Passed.

MSC Marie Johansen moved and Lynn Weber-Roochvarg seconded to approve payment of the Regence Premium in the amount of \$3760.27. Passed.

MSC Marie Johansen moved and Lynn Weber-Roochvarg seconded to affirm July payroll in the amount of \$32,715.12. Passed.

REPORTS

Director's Report (Laura Tretter):

- Laura distributed the most recent report from Ian regarding the online community calendar. One change noted was the addition of the Library logo in a prominent location on the webpage.
- Director's annual evaluation was added to the October agenda.
- Laura has been invited to write a column for the *Islands Weekly*.

Youth Services Librarian's Report (Shannan Sword):

- Summer Reading Results
 - 318 children signed up for summer reading and there were 112 finishers for a total of 1470.5 hours read.
 - 42 teens signed up and 25 completed resulting in almost double the hours read over last year.
 - This year's program ended on August 8th.
 - Everyone seemed to enjoy having the events at the elementary school.
 - Teens enjoyed receiving iTunes cards as their goal award.
 - Shannan passed around copies of her summer reading survey which can be completed on line and is also available at the library. About 10 paper ones have been completed to date with generally positive responses. Teen interns are helping Shannan put together one for teens to complete.
 - Shannan also displayed the Summer Reading blue ribbons that will be awarded to program finishers at the fair. This year's ribbon has been personalized to say San Juan Island Library and Super Reader.
- Teen interns:
 - Will be working shifts at the Fair booth
 - Assisted in planning two activity events for the library a teen gaming night was held on August 8th with about 22 attendees. Games available were board games as well as electronic games. Gaming in the library was a big topic at the recent ALA conference with Verizon contributing \$1 million towards research on this topic. An ice cream afternoon will be held the Saturday after the Fair.
 - Interns will be giving a presentation to FOL regarding their summer stint
- Shannan distributed a copy of an article about why we need libraries
- Shannan has also uploaded Summer Reading photos to the library's Flickr account.

Technology Specialist Report (Floyd Bourne):

Floyd's written report was noted. For the next board meeting, Laura will have more information about the new time management software. Privacy concerns have been voiced by a few patrons. One way to address this is to have "guest cards" available for use by those who have concerns. Laura also noted that Floyd is continuing to monitor the library's bandwidth issues.

OLD BUSINESS

Patron Record Privacy

Laura never got any response from ALA so she spoke with the Library's attorney, Don Eaton. He read through the procedure and determined that it complied with the law. The

State Library also reviewed and agreed it looked good. Laura will update the companion flow chart for staff and then give copies to the board.

NEW BUSINESS

Annual Report

Laura distributed a very rough draft of a 2007 annual report that she has been working on. The final report will be available on the website, in the library, and provided to key community leaders such as the County Council. This type of report will also be good to use when visiting community groups. Laura's intent is to develop a format that can be used in following years. Shannan picked up example reports at the ALA conference and has been assisting Laura on this project.

Retreat – Next Steps

Discussion ensued regarding which election timeline to pursue. It was tentatively agreed to shoot for Spring 2010 and include this in the 2009 budget. The focus for the next few board meetings will be the budget and to plan it with an eye to a levy-lid lift campaign.

Miscellaneous

Laura informed the board that the parking lot project is on track for October and she has been working on getting that scheduled.

ADJOURNMENT

MSC Lynn Weber-Roochvarg moved and Marie Johansen seconded to adjourn at 6:58 p.m. Passed.

Respectfully submitted: _____
Board Secretary

Approved: _____
Board President