

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

Meeting Room, San Juan Island Library

April 11, 2017

Members Present: Fred Henley, Barry Jacobson, Katie Loring, Mark Madsen, Lynn Weber/Roochvarg

Staff Present: Laurie Orton, Leslie Baker, Carrie Lacher

FOL Present: none

Call to Order: President Barry Jacobson called the meeting to order at 3:00 p.m.

Public Access: none

Agenda Approval:

MSC Mark Madsen moved and Fred Henley seconded to approve the agenda as submitted. Carried.

Approval of Board Minutes of March 14, 2017 regular meeting

MSC Mark Madsen moved and Katie Loring seconded to approve the minutes of the March 14, 2017 regular meeting as submitted. Carried.

Friends of the Library (FOL)

Delegate to next FOL meeting: Fred Henley agreed to attend the May 3, 2017 meeting at 4:00 pm in the Library meeting room.

Laurie reported from the FOL meeting:

- FOL from Orcas Island Library came and visited and had lunch with SJI FOL and had a great time sharing ideas. Orcas invited FOL board over on June 8th to see progress on the Orcas Library's building expansion.
- FOL was continuing to work on recruiting a new Board member.
- Planning to work on FOL bylaws during coming year and may consider increasing number of members to 12, similar to Orcas Library FOL.
- Laurie encouraged everyone to attend FOL Annual Meeting on Wednesday, April 19th. There will be a short meeting first and then theatre-themed activities and events.
- Katie Loring attended the last FOL meeting and shared ideas on growing the FOL business memberships.

Approval of Bills:

MSC Lynn Weber/Roochvarg moved and Katie Loring seconded to approve payment of **PEBB Insurance & LifeMap Assurance Premiums dated 03-24-2017** in the amount of \$9,001.40. Carried.

- MSC** Fred Henley moved and Lynn Weber/Roochvarg seconded to approve payment of **Bills Due Period Ending 03-28-2017 with warrant numbers 182989-182999** in the amount of \$6,975.09. Carried.
- MSC** Katie Loring moved and Lynn Weber/Roochvarg seconded to approve payment of **First Quarter 2017 Use Tax** in the amount of \$298.79. Carried.
- MSC** Fred Henley moved and Katie Loring seconded to approve payment of **Bills Due Period Ending 04-04-2017 with warrant numbers 183181-183197** in the amount of \$13,383.27. Carried.
- MSC** Lynn Weber/Roochvarg moved and Fred Henley seconded to affirm the **March 2017 Payroll** dated 03-24-2017 in the amount of \$56,841.21. Carried.

Director Report (Laurie Orton)

Laurie's written report was noted. In addition, Laurie reported on the following items:

- The Library's community newsletter went out to Island addresses at the end of March. Leslie was the editor of the spring issue and will also edit forthcoming issues.
- Kim Wyman as Secretary of State oversees libraries in Washington. She was recently diagnosed with colon cancer and will be taking time away for treatment.
- Leslie and Jen did a major cleanup of the entire staff kitchen including the fridge.
- National Library Week was being celebrated the week of April 9-15 and Tuesday, April 11th honored National Library Workers Day.
- 3D printing was now available to patrons to try out and learn about this new technology that is available to the community.

Assistant Director/Adult Services Manager Report (Leslie Baker)

Leslie's written report was noted. In addition, Leslie noted the following:

- Provided additional details about the upcoming changes to the Local Interest collection and the partnership with the SJI Historical Museum.
- Moving ahead with assigning substitute staff to assist Boyd at the Adult Programs as turnout has been steadily increasing. This will also provide training to subs so they can fill in should Boyd be away.
- The staff training day was going ahead for April 26th and the Library was to be closed on that day. Four staff people from Orcas Library and six staff from Lopez Library were expected to attend. Scheduled topics were to include:
 - Intro to 3D printing (Floyd)
 - Cyber safety (RockIsland)
 - WATAP collection – aids for better living (Beth)
 - Training in Ebsco databases (Ebsco rep)
 - Historical resources and genealogy (Boyd)

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted. Brief discussion by Board of feasibility of offering free lunches to school aged children, as noted in Melina's report.

Circulation Manager Report (Sue Vulgares)

Sue's written report was noted.

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted.

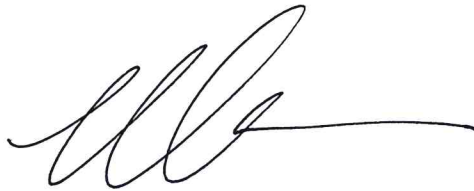
Financial Report (Carrie Lacher)

An updated draft March 2017 Profit & Loss statement was distributed. Board agreed that the Library's Annual Report to the State Auditor's Office could be submitted by the deadline at the end of May and then would be reviewed at the June Board meeting.

ADJOURNMENT

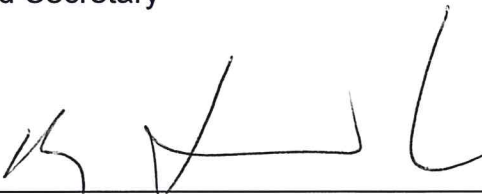
MSC Mark Madsen moved and Fred Henley seconded to adjourn at 3:30 pm.
Carried.

Respectfully submitted:



Board Secretary

Approved:



Board President