

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

Meeting Room, San Juan Island Library

March 12, 2019

Members Present: Barry Jacobson (by phone), Fred Henley, Mark Madsen, Karen Vedder, Lynn Weber/Roochvarg

Staff Present: Laurie Orton, Leslie Baker, Carrie Lacher

FOL Present: Louise Lelevich

Call to Order: President Lynn Weber/Roochvarg called the meeting to order at 3:00 p.m.

Public Access: John Rummel – in attendance to observe; was very much interested in the way the library works; noted that it was important to have continuity of library services during any construction process.

Guests: Howard Ryan, OCMI

Agenda Approval:

MSC Fred Henley moved and Karen Vedder seconded to accept the agenda as presented. Carried.

Approval of Board Minutes of February 15, 2019 regular meeting

MSC Karen Vedder moved and Fred Henley seconded to approve the minutes of the February 15, 2019 regular meeting as submitted. Carried.

Friends of the Library (FOL)

Delegate to next FOL meeting: Fred Henley agreed to attend the April 3, 2019 meeting at 4:00 pm in the Library meeting room.

FOL Board member Louise Lelevich reported:

- FOL finances were doing really well; FOL was able to transfer \$10,000 to their new library facility fund with SJI Community Foundation.
- FOL just shipped off nine flats of books to Discover Books that pays 3 ½ cents per pound for used books that are then redistributed in various ways.
- FOL annual meeting coming up in April.
- A new member has joined the FOL Board; there is still one vacancy to fill.

Approval of Bills:

MSC Mark Madsen moved and Fred Henley seconded to approve payment of **PEBB Insurance & LifeMap Assurance Premiums dated 02/20/2019**, in the amount of \$9,801.76. Carried.

MSC Mark Madsen moved and Fred Henley seconded to approve payment of **Bills Due Period Ending 02/26/2019 with warrant numbers 211854 - 211868**, in the amount of \$10,148.98. Carried.

MSC Barry Jacobson moved and Fred Henley seconded to approve payment of **Bills Due Period Ending 03/11/2019**, in the amount of \$19,388.26 pending Director review. Carried.

MSC Fred Henley moved and Mark Madsen seconded to affirm the **February 2019 Payroll** dated February 20, 2019, in the amount of \$61,906.04. Carried.

REPORTS

Director Report (Laurie Orton)

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

- Directed Board members to the updated Financial Intelligence Tool available on the Washington State Auditor's website and distributed helpful information.
- The work to repair the damaged exterior wall of the Library building was nearing completion. The contractor will also install insulation that should help temperatures in the children's area.
- Just as an FYI, Laurie noted there was a bill currently before the State legislature this session that would restrict firearms in certain places but did not include public libraries.

Assistant Director/Adult Services Manager Report (Leslie Baker)

Leslie's report had been emailed to Board members. In addition to her report, Leslie noted that the book release for local author Thor Hanson's newest book *Buzz: The Nature and Necessity of Bees* was scheduled to be held at the Library on March 27th in partnership with Griffin Bay Bookstore. The next inter-library training for staff was currently being planned for May 2nd at the Orcas Island Library.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted. Laurie also reported the new Story Circle program was full and staff was excited to move ahead with this after school literacy program.

Circulation Manager Report (Sue Vulgares)

No report this month.

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted. Laurie also reported that she is excited about the possible interlibrary loan integration with the Library's catalog. This was still in the trial phase.

Financial Report (Carrie Lacher)

Finalized profit and loss report for February 2019 was emailed to Board members. There were no questions.

NEW BUSINESS

O'Connor Construction Management, Inc. (OCMI) Introduction

Howard Ryan of OCMI introduced himself to the Board and gave a brief summary of the company. OCMI will be working with the Library regarding the facility process in two

phases: Phase 1 – Feasibility phase (site selection and cost analysis); Phase 2 – management of the actual build.

EXECUTIVE SESSION RCW 42.30.110(1)(b) – To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

Lynn called for the Executive Session to begin at 3:20 pm for a period of 2 hours. The Executive Session ended at 5:20 pm. No decisions were made during the session. Public Session was immediately resumed.

OLD BUSINESS

Beery Elsner & Hammond (BEH) Attorney Agreement

Laurie reviewed the proposed updated contract with BEH. Laurie has enjoyed working with the current attorney at BEH and felt they had developed a good working relationship.

MSC Fred Henley moved and Karen Vedder seconded to authorize SJI Library Board President Lynn Weber/Roochvarg to sign the contract with BEH for attorney services as presented. Carried.

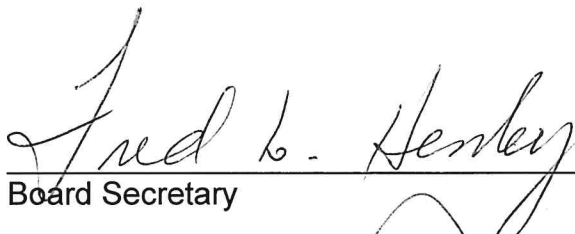
Strategic Planning

Due to time constraints, it was agreed to table this topic until the next regular monthly Board meeting. Laurie distributed information regarding a possible model for strategic planning for the Board to review in preparation for the discussion at the April meeting.

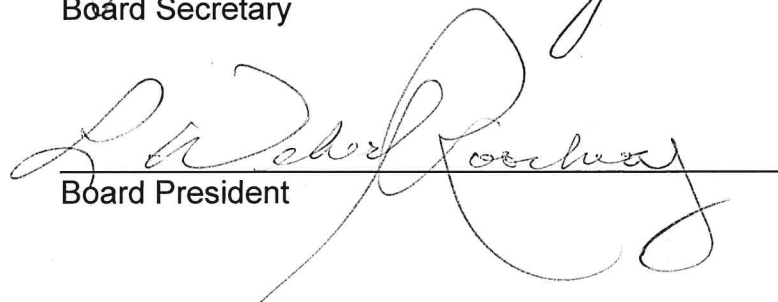
ADJOURNMENT

MSC Fred Henley moved and Karen Vedder seconded to adjourn at 5:35 pm. Carried.

Respectfully submitted:


Board Secretary

Approved:


Board President