

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

via Zoom, San Juan Island Library
(access information provided at www.sjlib.org)
February 8th, 2022

Members Present: Mark Madsen, Karen Vedder, Barbara Sharp, Becki Day, Boyd Pratt

Staff Present: Laurie Orton, Rowan Buckton, Heidi Kuheim, Heather Dima, Amy Saxe-Eyler

FOL Present: Don Hendrix, FOL Board President

Guests: none

Visitors: Attorney Susannah Carr, GTTC

Call to Order: President Karen Vedder called the meeting to order at 3:05 pm.

Public Access: none

Agenda Approval:

MSC Becki Day moved and Mark Madsen seconded to accept the agenda as submitted. Carried.

Approval of Board Minutes of January 7th, 2022 Special Meeting:

MSC Mark Madsen moved and Barbara Sharp seconded to approve the minutes of **January 7th, 2022** regular meeting as submitted. Carried.

Approval of Board Minutes of January 11th, 2022 Regular Meeting:

MSC Becki Day moved and Barbara Sharp seconded to approve the minutes of the **January 11th, 2022** regular meeting as amended. Carried.

Friends of the Library (FOL)

Delegate to next FOL meeting: Barbara Sharp, **Wednesday, March 2nd, 2022, 4 to 6 pm, via Zoom.**

FOL Board Director Don Hendrix reported:

- The FOL's book storage barn was full and Discover Books came and took away all of the books.
- The FOL has had a very good year financially and they voted to fund Hoopla for \$3,000 and to give \$4,500 to fund other Library online databases.
- Treasure Cove remains closed due to COVID.
- The annual meeting will be held on April 27.
- Book donations are open at 660 Spring Street during set hours.

Approval of Bills:

MSC Mark Madsen moved and Barbara Sharp seconded to approve the bills dated January 3, 2022 in the amount of \$3,313.74. Carried.

MSC Boyd Pratt moved and Barbara Sharp seconded to approve the bills dated January 10, 2022 in the amount of \$3,826.26. Carried.

MSC Becki Day moved and Barbara Sharp seconded to approve the bills dated January 31, 2022 in the amount of \$13,520.87. Carried.

MSC Boyd Pratt moved and Barbara Sharp seconded to approve the bills dated January 24, 2022 in the amount of \$200.25. Carried.

MSC Becki Day moved and Mark Madsen seconded to approve the bills dated January 31, 2022 in the amount of \$3,104.40. Carried.

MSC Becki Day moved and Boyd Pratt seconded to approve the bills dated February 31, 2022 in the amount of \$32,365.59. Carried.

MSC Mark Madsen moved and Boyd Pratt seconded to affirm the **January 2022 Payroll** dated January 24th, 2022 in the amount of \$79,461.97. Carried.

REPORTS

Director Report (Laurie Orton)

Laurie's written report was noted. Laurie also reported on the following:

- Bloomerang is a new contract, not an old one.
- Laurie has signed the letter of engagement to retain an attorney to lead communications with Enduris, et. al.
- The backflow testing at 660 Spring Street is complete and our devices passed.
- Laurie shared a 1.24.2022 letter she wrote to our Washington legislators asking for their support of our building project through the state's library capital improvements program.

Assistant Director/Adult Services Manager Report (Rowan Buckton)

Rowan's written report was noted.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted.

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted.

- Karen remarked that the new Zoom recording system that Floyd set up to make programming available after the program is great.

Financial Report (Heather Dima)

Heather's written report was noted.

Development Director Report (Amy Saxe-Eyler)

Amy's written report was noted.

- More information is coming soon about the building project and fundraising.
- Mark and Laurie are presenting a project update at the Community Foundation Board Meeting.

9) Executive Session – RCW 42.30.110 (1) (i) –To discuss with legal counsel representing... the agency litigation or potential litigation...

Karen Vedder opened the executive session at 3:31 pm to last 25 minutes.

Karen Vedder extended the executive session by 20 minutes at 3:56 pm.

Karen Vedder closed the executive session at 4:15 pm.

MSC Mark Madsen moved and Boyd Pratt seconded to authorize the Director to execute a letter of engagement for McBride to provide design support for insurance claim preparation. Carried.

MSC Boyd Pratt moved and Mark Madsen seconded to authorize the director to execute a letter of engagement for OCMI to provide insurance claim preparation services. Carried.

NEW BUSINESS

10a) Allied8 Fee Proposal – site renderings, LEED estimates

- Allied8 is working on estimated costs required for the new building to meet LEED Silver standards. Their estimates will be incorporated into OCMI's revised building budget estimates. Allied8 will also produce artistic site renderings to be used for fundraising purposes. Laurie presented the fee proposal for Allied8 to perform these services.

MSC Mark Madsen moved and Boyd Pratt seconded to authorize the Director to sign the proposal for Allied8 to work on LEED estimates and develop site renderings. Carried.

10b) New Building Estimates Update

- Laurie Orton also reviewed the proposal for OCMI's estimation services.

OLD BUSINESS

11a) OPMA Training – Almost all BOT members have completed the OPMA training. The rest will confirm completion by email.

12) Executive Session – RCW 42.30.110 (1) g) – To...review the performance of a public employee...

Karen Vedder opened the executive session at 4:36 pm to last 15 minutes.

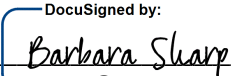
Karen Vedder closed the executive session at 4:51 pm.

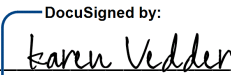
MSC Mark Madsen moved and Boyd Pratt seconded to approve a 1% longevity pay increase for the Director, effective as of her hire anniversary. Carried.

The Board recognized Laurie Orton for doing a phenomenal job as Library Director, especially in light of recent events. Laurie expressed her thanks for the support of the board and her wonderful staff.

ADJOURNMENT

MSC Barbara Sharp moved and Mark Madsen seconded to adjourn the meeting at 4:57 pm. Carried.

Respectfully submitted: 
Board Secretary

Approved: 
Board President