

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

via Zoom, San Juan Island Library
(access information provided at www.sjlib.org)
November 9th, 2021

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

Staff Present: Laurie Orton, Rowan Buckton, Heidi Kuheim, Heather Dima, Genevieve Iverson

FOL Present: Beth Spaulding

Guests: none

Visitors: none

Call to Order: Vice President Karen Vedder called the meeting to order at 3:03 pm.

Public Access: none

Agenda Approval:

MSC Barbara proposed adding recognition of Floyd Bourne as item a) under New Business. Mark Madsen moved and Barbara Sharp seconded to accept the agenda as amended. Carried.

Approval of Board Minutes of October 12th, 2021 Regular Meeting:

MSC Mark Madsen noted that the scheduling of a special meeting on 11/23 had been omitted. Becki Day moved and Barbara Sharp seconded to approve the minutes of the **October 12th, 2021** regular meeting as amended. Carried.

Friends of the Library (FOL)

Delegate to next FOL meeting: Barbara Sharp, Wednesday, December 1st, 2021, 4-6 pm, via Zoom.

FOL member Beth Spaulding reported:

- FOL held their annual meeting and all officers were re-elected. Shona Aitken spoke about local owls. Almost 70 attendees were at the program.
- FOL approved the Library's requested 2022 donation in the amount of \$24,300.00.
- FOL membership has almost tripled since last year!
- The FOL scarecrow contest went well.
- The "Dickens of a Fundraiser" online auction will begin on Friday, November 26.

Approval of Bills:

MSC Mark Madsen moved and Barbara Sharp seconded to approve the bills dated October 11, 2021 in the amount of \$13,364.93. Carried.

MSC Becki Day moved and Mark Madsen seconded to approve the bills dated October 15, 2021 in the amount of \$11,751.78. Carried.

MSC Mark Madsen moved and Barbara Sharp seconded to approve the bills dated October 25, 2021 in the amount of \$24,130.05. Carried.

MSC Mark Madsen moved and Barbara Sharp seconded to approve the bills dated October 29, 2021 in the amount of \$6.29, pending director review. Carried.

MSC Mark Madsen moved and Barbara Sharp seconded to affirm the **October 2021 Payroll** dated October 25th, 2021 in the amount of \$67,509.45. Carried.

REPORTS

Staff Member Visit

Laurie introduced Genevieve Iverson, our Adult Programs Associate. Genevieve introduced herself and reported that:

- Zoom programming has been going well.
- Recently Thor Hanson gave an interesting talk about his new book “Hurricane Lizards and Plastic Squid.”
- Dr. Jason Hodin from the UW Labs spoke about our local sea star population and the UW Labs’ Baby Sea Star Program.
- We recently held our first in-person program since COVID and since Genevieve has worked here. The program was a guided walk along the Pig War era military trail with Boyd Pratt and it went well.

Director Report (Laurie Orton)

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

- Amy Saxe-Eyler signed her employment contract for the position of Development Director and we are all very excited for her to start. She knows various donors who are anxious to help with the new project.
- We are now using a new Interlibrary Loan module in Polaris which allows patrons to see the status of their ILL at every step of the process. Brenna used this module at her old library and helped us to get it up and running here.
- Laurie praised Rowan for dealing with the various plumbing and janitorial issues that we had while Laurie was on vacation and getting temporary fixes in place.

Assistant Director/Adult Services Manager Report (Rowan Buckton)

Rowan’s written report was noted. Rowan also reported on the following:

- Rowan attended the debut of our new Story Walk program with Thor Hanson and it was a success. Families, children, and adults all enjoyed the event.

Youth Services Manager Report (Melina Lagios)

Melina’s written report was noted.

IT Administrator Report (Floyd Bourne)

Floyd’s written report was noted.

Financial Report (Heather Dima)

Heather's written report was noted.

NEW BUSINESS

- a. The Board of Trustees recognized Floyd's tremendous performance in Mamma Mia!
- b. 2022 Budget Year Draft Review
 - a. Laurie presented a comparison of the COLAs that other Washington public libraries have recently adopted and discussed how they determined their COLAs.
 - b. The Board discussed the three proposed COLA options presented by Laurie (0%, 3.4%, and 5.2%).
 - c. Laurie proposed that the Board adopt the 3.4% COLA, using the same method of COLA determination they've used in the past. The board instructed the Director to move forward on a budget draft using a 3.4% COLA.

MSC Barbara Sharp moved and Becki Day seconded to approve the 3.4% COLA at 4:06 pm. Carried.

PUBLIC HEARING

Vice President Karen Vedder opened the public hearing at 4:08 pm for the adoption of the 2021 Budget Amendments and Resolution.

- a. 2021 Budget Amendments and Resolution
Laurie presented the final draft of the 2021 budget amendments.

Karen Vedder read Resolution #5-2021 Amending the 2021 Budget aloud.

MSC Mark Madsen moved and Barbara Sharp seconded to adopt Resolution #5-2021 at 4:22 pm. Carried.

ADJOURNMENT

MSC Becki Day moved and Barbara Sharp seconded to adjourn the meeting at 4:26 pm until the special meeting on November 23 at 3 pm. Carried.

Respectfully submitted:

DocuSigned by:


158418023135402
Board Secretary

Approved:

DocuSigned by:


58662E0582A4P
Board Vice President

November 9th, 2021