

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

Hybrid meeting via Zoom & at the San Juan Island Library
(access information provided at www.sjlib.org)

May 10th, 2022

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

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

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

FOL Present: Stan Mayhew, FOL Board Member

2) Visitors: none

3) Public Access: none

4) Agenda Approval:

Added item 9b) Resolution #2-2022 Reallocating Expenditures.

MSC Boyd Pratt moved and Barbara Sharp seconded to accept the agenda as amended. Carried.

5) Approval of Board Minutes of April 12th, 2022 Regular Meeting:

MSC Barbara Sharp moved and Boyd Pratt seconded to approve the minutes of the **April 12th, 2022** regular meeting as submitted. Carried.

Approval of Board Minutes of April 26th, 2022 Special Meeting:

The spellings of two individuals' names on page six were corrected: Loryn Paxton and Lynn Weber\ Roochvarg.

MSC Boyd Pratt moved and Barbara Sharp seconded to approve the minutes of the **April 26th, 2022** special meeting as amended. Carried.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: Karen Vedder, **Wednesday, June 1st, 2022**, 4 to 6 pm, via Zoom.

FOL Board Member Stan Mayhew reported:

- The FOL had their annual meeting and their regular board of directors meeting. Beth Spaulding was re-elected as a board member in a 3-year term and their officers will continue in their positions.
- Summer preparation has started and the Friends plan to have a booth at the Farmer's Market the last Saturdays in June, July, and August.
- The FOL plan to host their traditional cake walk on the Fourth of July.
- Their summer book sale is planned for August 13th in the parking lot of the Life Care Center.

7) Approval of Bills:

MSC Boyd Pratt moved and Mark Madsen seconded to approve the bills dated April 11, 2022 in the amount of \$47,138.87. Carried.

MSC Barbara Sharp moved and Boyd Pratt seconded to approve the bills dated April 11, 2022 in the amount of \$6,335.14. Carried.

MSC Becki Day moved and Boyd Pratt seconded to approve the bills dated April 21, 2022 in the amount of \$40,920.95. Carried.

MSC Barbara Sharp moved and Mark Madsen seconded to approve the bills dated April 28, 2022 in the amount of \$3,526.61. Carried.

MSC Boyd Pratt moved and Becki Day seconded to approve the bills dated April 28, 2022 in the amount of \$3,500.00. Carried.

MSC Boyd Pratt moved and Barbara Sharp seconded to approve the bills dated April 20, 2022 in the amount of \$410.97. Carried.

MSC Becki Day moved and Mark Madsen seconded to approve the bills dated April 30, 2022 in the amount of \$13,545.49 for PEBB and LifeMap Insurance. Carried.

MSC Boyd Pratt moved and Mark Madsen seconded to affirm the **April 2022 Payroll** dated April 25th, 2022 in the amount of \$78,494.89. Carried.

8) REPORTS

Director Report (Laurie Orton)

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

- There was some parental concern over a manga title which was checked out from the teen section by an elementary-school-aged child who came to the library with a school group. Our teen and tween librarian has reviewed the title, been in communication with the school, and has concluded that the title is appropriately placed.
- Laurie discussed the upcoming change in the PSA position and how it has affected staff.

Assistant Director/Adult Services Manager Report (Rowan Buckton)

Rowan's written report was noted.

- Rowan discussed the timeline for the new website. Originally, we had planned to have it done by mid-June but it will likely be done by early fall.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted.

- Barbara Sharp mentioned that she has been blown away by the Library's outreach to the youth in our community!

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted.

Financial Report (Heather Dima)

Heather's written report was noted.

Development Director Report (Amy Saxe-Eyler)

Amy's written report was noted.

- Amy happily reported that she submitted the WA Capital Improvement Grant application on May 1st. In early October we will find out if our grant will be recommended for the next legislative session, and in the spring of 2023 we will know if we have been awarded the grant.
- Amy attended a WA state town hall meeting. It was brought up that San Juan County has a need for more childcare and that our county has not received funds recently.
- The County Council is considering putting a road levy on the ballot this fall.

9) NEW BUSINESS

9a) Memorandum of Understanding

- Mark, Amy, and Laurie have been working with the San Juan Island Community Foundation to establish a Memorandum of Understanding, which is now complete.
- The Board discussed what information is public regarding donor names, contributions, etc. Donor names nor individual donation amounts can be publicized but we may be able to share the total amount pledged. It is possible that some individuals may allow us to share their names and donation amounts on a case-by-case basis.
- Not all members of the board have had a chance to read the Memorandum of Understanding. Before this meeting's adjournment there will be a 15-minute recess to allow all members to read the document, the meeting will then re-convene and a vote will be held.

9b) Resolution #2-2022 Reallocating Expenditures

- Laurie Orton shared Resolution #2-2022. This resolution allows the transfer of current expenditure balances from previously budgeted BARS codes to newly established BARS codes in the 2022 Amended Budget.
- Karen Vedder read Resolution #2-2022 aloud.

MSC Boyd Pratt moved and Barbara Sharp seconded to accept Resolution #2-2022 Reallocating Expenditures. Carried.

10) OLD BUSINESS

10a) Northwest Municipal Advisors Contract

- Laurie had our attorney review this document, and a few small changes were implemented.

MSC Mark Madsen moved and Barbara Sharp seconded to authorize the Director to engage Northwest Municipal Advisors. Carried.

May 10th, 2022

10b) Building Project

- The next step is to talk to the bond attorney to determine the impact that the bond will have on property taxes.
- It is very likely that the Board will choose a medium square foot option as the most financially realistic while still expanding the square footage of the library significantly.
- A BOT special meeting was set for June 28, 2022 at 9am via Zoom to make a final determination on what size building to pursue.

RECESS: President Karen Vedder called a 15-minute recess to begin at 4:09pm in order to allow all board members to read the proposed Memorandum of Understanding in full. The meeting will recommence at 4:25pm.

Call to Order: President Karen Vedder called the meeting to order at 4:25 pm.

9a) Memorandum of Understanding

- All members of the Board have now read the Memorandum of Understanding.

MSC Boyd Pratt moved and Barbara Sharp seconded to authorize the Director to sign and enter into the Memorandum of Understanding between the San Juan Island Community Foundation and the San Juan Island Library. Carried.

ADJOURNMENT

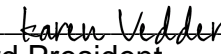
MSC Boyd Pratt moved and Mark Madsen seconded to adjourn the meeting at 4:32 pm. Carried.

Respectfully submitted:

DocuSigned by:


Barbara Sharp
Board Secretary

Approved:

DocuSigned by:


Karen Vedder
Board President

May 10th, 2022