

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

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

January 10th, 2023

1) Call to Order: President Barbara Sharp called the meeting to order at 3:01 pm.

Members Present: Barbara Sharp, Karen Vedder, Becki Day, Boyd Pratt, Paul Peterson

Staff Present: Laurie Orton, Amy Saxe-Eyler, Heather Dima

FOL Present: Valdi Bjarnason, FOL Board Director

2) Visitors: Mark Madsen

3) Public Access: none

4) Adoption/Amendments to Agenda:

Remove 5)a, 5)b, and 5)c. The minutes are not ready for board approval at this time. Correct lettering on Reports section 8 outline.

A vote was not taken to accept the agenda as amended.

5) Approval of Board Minutes – Minutes for November 18, 2022, and December 5, 2022, and December 13, 2022, will be presented for board approval at the February 14, 2023 regular meeting.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: Boyd Pratt, Wednesday, February 1st, 2023, 4 to 6 pm, via Zoom.

FOL Board Director Valdi Bjarnason reported:

- The Friends met on January 4th and had a brainstorming session before their regular meeting on other ways to fundraise. Valdi proposed that Spring Street assets be transferred to the Friends to sell, and they could donate the money back to the Library. Stan Mayhew will talk with Laurie about this idea.
- The Friends worked out their calendar of events for 2023. The annual meeting will take place on Saturday, April 22nd. The book sale will take place on Saturday, August 12th, the weekend before the County Fair.
- Things were quiet at the Book Palace over the holidays, but are picking up again now. Hours for the Book Palace are Tuesdays and Thursdays from 10am to 12pm.
- Boyd Pratt will represent the trustees at the next Friends board meeting on February 1, 2023.

7) Approval of Bills:

MS Karen Vedder moved and Boyd Pratt seconded to approve the bills dated December 12, 2022 in the amount of \$2,582.65.

MS Becki Day moved and Boyd Pratt seconded to approve the bills dated December 12, 2022 in the amount of \$39,776.33.

MS Boyd Pratt moved and Karen Vedder seconded to approve the bills dated December 20, 2022 in the amount of \$8,509.09.

MS Paul Peterson moved and Karen Vedder seconded to approve the bills dated December 20, 2022 in the amount of \$5,242.82.

MS Boyd Pratt moved and Karen Vedder seconded to approve the bills dated December 30, 2022 in the amount of \$1,269.33.

MS Becki Day moved and Boyd Pratt seconded to approve the bills dated December 30, 2022 in the amount of \$10,506.21.

MS Karen Vedder moved and Becki Day seconded to approve the bills dated January 3, 2023 in the amount of \$1,605.64.

MS Boyd Pratt moved and Karen Vedder seconded to approve the bills dated January 3, 2023 in the amount of \$732.24.

MS Boyd Pratt moved and Becki Day seconded to approve the bills dated December 31, 2022 in the amount of \$15,238.55.

MS Boyd Pratt moved and Becki Day seconded to approve all of the preceding bills collectively.

MSC Karen Vedder moved and Boyd Pratt seconded to affirm the **December 2022 Payroll** dated December 21, 2022 in the amount of \$79,203.03. Carried.

8) REPORTS

Director Report (Laurie Orton)

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

- Heidi Kuheim is resigning and will be starting a new job soon. We thank Heidi for her contributions of the past year and a half.
- Welcome to Paul on his first meeting as an official trustee.
- Amounts owed to the Reserve and Operating funds were paid back from the Project fund as planned at the end of 2022.
- Managers are reviewing Heidi's position for possible changes before advertising.
- A preliminary estimate from the insurance company indicates the replacement value (ACV) may be in the area of \$1,107,000.00.
- We were notified by the Town of Friday Harbor that the Spring Street operational dry sprinkler system needs to be inspected. It also needs to be heated. Laurie will confer with OCMI, and may recommend that it be turned off for the winter.

Our fire alarm company regularly contacts us when something unusual is detected, such as the recent power outages. Valdi's measures during the recent freeze kept any freezing or breaking pipes from occurring.

Assistant Director/Adult Services Manager Report (Rowan Buckton)

Rowan's written report was noted.

- Karen inquired about the status of the website redesign. It's currently in the development phase. We have no soft launch date yet.
- Boyd noted how wonderful it was to have Sasha Von Dassow playing his cello in the library.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted.

- Karen ask what IRL meant in the Tween Lock-In event description. Laurie reported that IRL means In Real Life, but would have to get further information on IRL Among Us.

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted.

Development Director Report (Amy Saxe-Eyler)

Amy's written report was noted.

- Barbara noted that we've gotten a lot of great grants recently.

Financial Report (Heather Dima)

We are awaiting the close of the 13th month mid-January for a December profit & loss statement.

9) OLD BUSINESS

a) SJ County Council

Boyd Pratt would like to ask the Council to amend their goals for 2023 to include supporting the Library's Library Capital Improvement Program grant application now in the state legislature. He will contact the County Manager on how to proceed.

b) 2023 Officers

Barbara explained to Paul that the offices rotate among the trustees every year. The rotation schedule was altered slightly this year. Barbara is President, Becki is Vice President, and Boyd Pratt is Secretary.

c) Form Committees

Boyd Pratt recommended forming three board committees for the new library building project: one to review the property purchase loan and investigate ways to pay off the loan early; the second to review the past bond election, perhaps using an outside firm to survey and analyze, and apply lessons learned to future plans; and the third to examine our fundraising plans and set a new target for private fundraising with the San Juan Island Community Foundation (SJICF). This committee will attend a meeting with the SJICF on January 27, 2023. Fundraising committee

members are Boyd Pratt, Karen Vedder, Mark Madsen (non-trustee), and Amy Saxe-Eyler. Loan Payoff committee members are Barbara Sharp and Paul Peterson. Lessons Learned committee members are Becki Day, Boyd Pratt, and Mark Madsen (non-trustee). Each committee will meet at least once before the February 14th regular board meeting. Laurie will send the loan paperwork to Barbara.

10) EXECUTIVE SESSION RCW 42.30.110(1)(g)—To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee


An executive session was called at 3:40pm, and expected to last 30 minutes, ending at 4:10pm. At 4:10pm the executive session was extended by 15 minutes. The executive session was closed at 4:25pm.

No action was taken.


ADJOURNMENT

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

Respectfully submitted:

DocuSigned by:

5E89EA5D-929B-41D7-93E3-A17C1CD055F0
Board Secretary

Approved:

DocuSigned by:

5E89EA5D-929B-41D7-93E3-A17C1CD055F0
Board President