

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

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

February 14, 2023

1) Call to Order: President Barbara Sharp called the meeting to order at 3:00 pm.

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

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

FOL Present: None. Valdi Bjarnason sent his report by text.

2) Visitors: Friday Harbor Mayor Ray Jackson, Mark Madsen, Connor Garrett

3) Public Access: Mayor Jackson

The Mayor brought greetings from the Town of Friday Harbor. He is heading to Olympia for a mayor's conference. As mayor, he wants to meet the need for workforce housing to keep the Town thriving. He proposes that workforce housing could be built pretty quickly on the Spring Street property to meet that need, in addition to a library, and suggests adding a daycare center and other possible features, too. He says he is not against libraries. He believes they are needed for the culture of a community, but he believes workforce housing takes priority. He can't see himself seeing the building unoccupied and unutilized as it was for the 4 years before the Library purchased it. He would like to know what the Library's plans for the property are since the bond didn't pass in November, and would like to hear the board response to this question at the next board meeting, and a response to his proposal.

4) Agenda Approval:

Added items to New Business: Discussion of Consent Agenda, Library Legislative Day, Salary Issue, and Landscaping. Moved Executive Session up before Approval of Bills.

MSC Boyd Pratt moved and Paul Peterson seconded to accept the agenda as amended. Carried.

5) Approval of Board Minutes of December 13, 2022 Regular Meeting:

MSC Karen Vedder moved and Boyd Pratt seconded to approve the minutes of the **December 13, 2022** regular meeting as submitted. Carried.

Approval of Board Minutes of January 10, 2023 Regular Meeting:

MSC Paul Peterson moved and Karen Vedder seconded to approve the minutes of the **January 10, 2023** regular meeting as submitted. Carried.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: Karen Vedder , Wednesday, March 1, 2023, 4 to 6 pm, via Zoom.

FOL Board Director Valdi Bjarnason reported (by text):

- All is well with the Friends.
- They are working on their annual meeting planned for April 12th.
- They are looking into investing in a Square register for Treasure Cove.
- They are still working on their new website.
- Three board members who had one-year commitments have recommitted for 3-year terms.

9) 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

- The executive session was opened at 3:21pm, and expected to last until 3:36pm.
- At 3:37pm the executive session was extended until 3:47pm.
- At 3:47pm the executive session was closed.
- No action was taken in the executive session.

In open session, the board proposed giving the Director the same COLA as the rest of the staff for 2023.

MSC Paul Peterson moved and Becki Day seconded to approve. Carried.

The board proposed, in accordance with the terms of the 2018 amendment to Laurie's contract, to give the Director a 1% salary increase beginning February 18, 2023.

MSC Becki Day moved and Paul Peterson seconded to approve. Carried.

7) Approval of Bills:

MSC Boyd Pratt moved and Becki Day seconded to approve the bills dated January 5, 2023 in the amount of \$9,449.67. Carried.

MSC Karen Vedder moved and Paul Peterson seconded to approve the bills dated January 17, 2023 in the amount of \$1,359.92. Carried.

MSC Becki Day moved and Karen Vedder seconded to approve the bills dated January 17, 2023 in the amount of \$10,348.50. Carried.

MSC Boyd Pratt moved and Paul Peterson seconded to approve the bills dated January 17, 2023 in the amount of \$6,961.19. Carried.

MSC Karen Vedder moved and Boyd Pratt seconded to approve the bills dated January 17, 2023 in the amount of \$2,947.65. Carried.

MSC Paul Peterson moved and Karen Vedder seconded to approve the bills dated January 17, 2023 in the amount of \$2,423.43. Carried.

MSC Karen Vedder moved and Boyd Pratt seconded to approve the bills dated January 31, 2023 in the amount of \$786.38. Carried.

MSC Paul Peterson moved and Karen Vedder seconded to approve the bills dated January 31, 2023 in the amount of \$18,279.19. Carried.

MSC Paul Peterson moved and Boyd Pratt seconded to approve the bills dated January 31, 2023 in the amount of \$237.32. Carried.

MSC Karen Vedder moved and Boyd Pratt seconded to approve the bills dated January 31, 2023 in the amount of \$15,228.71. Carried.

MSC Karen Vedder moved and Paul Peterson seconded to affirm the **January Payroll** dated January 24, 2023 in the amount of \$85,098.78. Carried.

8) REPORTS

Director Report (Laurie Orton)

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

- New trustee Paul Peterson has completed his OPMA training. He is still absorbing all the rest of the training he has done, so please let him know if he's making any mistakes
- Roen Associates has completed a preliminary draft for the hypothetical rebuild estimate. The insurer's estimate was approximately \$1.1 million. Roen's is approximately \$6.6 million. Roen's estimate is still being finalized, then negotiations will begin.
- The Library will be closed on March 23rd for an all islands, all libraries, staff training day hosted by Lopez Island Library.

Assistant Director/Adult Services Manager Report (Rowan Buckton)

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

- She has reached out to the County Mobile Crisis Outreach Team (MCOT) to learn more about their services, and to establish a proactive relationship so that staff can contact them for help with patrons having mental health crises. There will be a staff training with MCOT in March.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted.

- Barbara noted that Melina and Elizabeth continue to have all their balls in the air, and attendance at programs has been high. They've done a great job getting grant money for new programs like the Dolly Parton Imagination Library.

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted.

- Barbara noted that usage has been higher than last year.
- Boyd wondered if having the 2nd adult program here, and starting the Dolly Parton Imagination Library program, are bringing more people in (parents, seniors, etc.).

Development Director Report (Amy Saxe-Eyler)

Amy's written report was noted.

Financial Report (Heather Dima)

Heather's written report was noted.

- Boyd asked about a high expenditure total for Fees & Licenses in the Project Fund. This was from the County's bill for November 2022 election services.

9) NEW BUSINESS

a. Consent Agenda

Barbara suggested that all bills be consolidated and voted on together using a consent agenda. Any member can pull any of the bills out of the consent agenda to discuss separately. Karen suggested we amend the by-laws in the Operations Policy Manual. Barbara will draft amendments for the next meeting.

b. Committee Updates

- Bond Loan

Barbara and Paul have determined that there is no penalty for any prepayment, partial or full. Principle payments will begin in December 2024. Partial repayment is not recommended as there would still be a high principle payment. The goal is to pay the bond off in full. The ACV insurance payment for the hypothetical rebuild of the Life Care Center may cover the full amount. Other options may include private fundraising, selling outbuildings, or selling a small portion of the property.

- Lessons Learned

Visitor Connor Garrett was invited to share some thoughts about future communication strategies. One key strategy could be drip feeding social media spaces, creating public engagement. He suggested posting images of features in modern libraries with informational blurbs posing ideas as conversation starters. These posts should be short, mostly visual, non-confrontational, and non-definitive. People can comment and have a conversation about what they like and don't like.

Boyd, Mark and Becki want to hire an outside firm to conduct an objective analysis of our previous campaign, hold focus groups, find out why people voted no, study the public media from that time to see what people were saying, and to then figure out what changes need to be made. The community engagement we had at the time of the original studies was forgotten, and people felt we weren't transparent as it took place too long in the past.

- Private Fundraising Goal

Karen, Mark, Boyd, Amy and Laurie attended the San Juan Island Community Foundation (SJICF) Board Meeting on January 27th. The Library's intent was to revise the target goal for private fundraising, and to make the relationship with the Foundation easier and more productive. Many people (including several in the philanthropic community) thought the Library should seek more funding through philanthropy and less from a bond. In the meeting, the Foundation indicated they would entertain a

higher philanthropy goal for the project, would support fundraising efforts not contingent on the passing of the bond anymore, and change the MOU to simplify the working relationship between the Foundation and the Library. The Foundation agreed it would be better if the Library owned the property outright, and were positive around the Library hiring a firm to analyze the previous campaign. The Library will determine a new goal for private fundraising to propose to SJICF, and the Foundation and the Library will work together to amend the MOU.

c. Library Legislative Day

- Barbara, Boyd and Laurie reported that they heard excellent speakers, including the Secretary of State who is a big supporter of libraries and was happy that he didn't have to talk about elections for once.
- Laurie has found out that the Library's Department of Commerce grant for Library Capital Improvements, which was approved by the Department, was not included in the Governor's draft capital budget in December. Laurie and others will pressure our legislators and the chairs of the budget committees to restore the Library's grant to the budget. Laurie is also working on a Local Community Project grant application for funding our legislators can earmark for local projects.
- The other issue we asked legislators to support was HB 1670 which would raise the 1% annual property tax levy cap to 3% based on inflation and population.
- Senator Lovelett mentioned, in relation to the sharp increase in assessed property values in 2022, that there hadn't been a revaluation of property tax valuations statewide since 2017, so in 2022 there was a big, 5-year catch up.
- Boyd asked Christine Minney to write a letter of support to our legislators for our grant, and will ask the other San Juan County Councilors to write letters, as well.
- All agreed that it was a worthwhile trip.

d. Salary Issue

This item will be tabled until March.


e. Landscaping

Green Man is switching their contracting model and requires each account to agree to a 4-hour per week minimum contract. This would increase the budgeted costs for the Library and the Spring Street property by about \$10,700. Laurie asked about other options for Spring Street, such as a single cleanup instead of regular, ongoing maintenance, but that cost would be about the same as the 4-hours per week contract. Laurie will research other landscapers to try to find a more economical alternative for Spring Street.

ADJOURNMENT

MSC Paul Peterson moved and Boyd Pratt seconded to adjourn the meeting at 5:15 pm. Carried.

Respectfully submitted:

DocuSigned by:


Board Secretary

Approved:

DocuSigned by:
Barbara Sharp

Board President