

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

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

April 11th, 2023

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

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

Staff Present: Laurie Orton, Heather Dima, Kasey Rasmussen

FOL Present: Valdi Bjarnason, FOL Board Member

2) Visitors: Farhad Ghatan; Mark Madsen; David Doughman, attorney

3) Public Access: none

4) Agenda Approval:

MSC Boyd Pratt moved and Karen Vedder seconded to accept the agenda as submitted. Carried.

5) Minutes

a) Approval of Board Minutes of November 18th, 2022 Special Meeting:

MSC Boyd Pratt moved and Karen Vedder seconded to approve the minutes of the **November 18th, 2022** special meeting as submitted. Carried.

b) Approval of Board Minutes of December 5th, 2022 Special Meeting:

MSC Karen Vedder moved and Boyd Pratt seconded to approve the minutes of the **December 5th, 2022** special meeting as amended. Carried.

c) Approval of Board Minutes of March 14th, 2023 Regular Meeting:

MSC Boyd Pratt moved and Karen Vedder seconded to approve the minutes of the **March 14th, 2023** regular meeting as amended. Carried.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: Boyd Pratt, Wednesday, May 3rd, 2023, 4 to 6 pm, via Zoom.

FOL Board Member Valdi Bjarnason reported:

- The FOL Board had its regular meeting on April 5th.
- The FOL's balance sheets are looking good.
- Valdi is working on new signage for the Book Palace. The current sign on the building has been removed and will be replaced soon with a sign that

will clearly state their opening hours. They are also looking into a sign to put near the street to help direct patrons through the parking area to the Book Palace.

- Valdi obtained permission from the Library to fill potholes in the driveway approach to the Book Palace with gravel.
- The FOL's Annual Meeting is on April 12th. There will be an election for three members to the board, each for a three-year term. There is still room for new members. After the business meeting, speaker Russell Barsh from Kwiáht will give a presentation on "Pollinators for the Future."

7) Consent Agenda:

The Consent Agenda included the following:

Bills dated February 27, 2023 in the amount of \$24,520.47.

Bills dated February 27, 2023 in the amount of \$10,042.85.

Bills dated March 14, 2023 in the amount of \$9,146.47.

Bills dated March 14, 2023 in the amount of \$23,045.31.

Bills dated March 27, 2023 in the amount of \$644,643.26.

Bills dated March 27, 2023 in the amount of \$11,679.38.

Bills dated March 31, 2023 in the amount of \$14,293.02.

MSC Karen Vedder moved and Paul Peterson seconded to approve the consent agenda for Expense Claims Transmittals as presented. Carried.

8) Payroll:

MSC Karen Vedder moved and Boyd Pratt seconded to affirm the **March 2023 Payroll** dated March 24th, 2023 in the amount of \$78,435.40. Carried.

9) REPORTS

Director Report (Laurie Orton)

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

- Laurie sent a letter to the Town of Friday Harbor Council and Administrator regarding Mayor Jackson's appearance at and proposals to the Library Board of Trustees at regular meetings on February 14th and March 14th. Her letter also reiterated the Library's requirements for the consideration of a joint-use proposal. The letter was included in the published Board Packet for the Town Council's April 6th Regular Meeting.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted.

- Barbara noted how much work Melina did for the PrimeTime Family Reading program, and that it appeared well attended and successful.
- Laurie explained that the fall PrimeTime Family Reading program will not be a bilingual program.

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted.

- Boyd noted that circulation has reached and exceeded pre-Covid levels, and Laurie noted that public computer use continues to rise as well.

Financial Report (Heather Dima)

Heather's written report was noted. Laurie answered questions about some of the budget lines in the Financial report.

10) NEW BUSINESS

a) Community Member Housing Presentation

- Visitor Farhad Ghatan presented a preliminary proposal for a private workforce housing project using part of the Library's Spring St property. He gave the board an overview of his past experience in creating affordable housing on the island and presented plan examples for the buildings he proposed. He proposed two options for a partnership: a long-term (i.e. 99 years) lease, or a fee simple short plat subdivision and sale of a small portion of the property. He also discussed the option of a binding site plan as an alternate method of subdivision. He reported that he is already in discussion with builders and a local bank for financing of a potential housing project. Mr. Ghatan and the board discussed his preliminary ideas about how he would manage the housing project, maintain affordability, and ensure the housing would be for the local workforce.

Mr. Ghatan also expressed interest in purchasing and moving the Heritage House and Physical Therapy buildings from the Spring St property for use as affordable housing.

After Mr. Ghatan's presentation, the board agreed to ask him for a written preliminary proposal so they could explore the idea further, as well as formulate their legal questions about the feasibility of the project. Visitor Mark Madsen noted that until the property purchase bond is retired, the Library is restricted from earning income from certain entities, and could only lease to public entities and non-profits.

11) OLD BUSINESS

a) Committee Updates

- Bond Payoff Committee
 - Barbara reported that the Committee is waiting to find out what the final insurance settlement will be so that they can determine if it would be possible to pay off the purchase bond with that money.

She noted that the income the Library would receive from a long-term lease of part of the Spring Street property is attractive, but would not be an option until the purchase bond is retired.

- Lessons Learned Committee
 - Boyd reported that the Committee did not have any updates to present.
- Private Fundraising Committee
 - Mark Madsen reported that the Committee has continued to work on restructuring the MOU with the San Juan Island Community Foundation. The SJICF has requested to get to know the Library board members before moving further on changes to the MOU, and would like to meet with one or two library board members to introduce themselves. Boyd and Barbara volunteered to reach out and arrange a meeting to attend.

b) Project Funding Mix

- Mark reported that the Private Fundraising Committee recommends a new funding mix of: \$10 million from private fundraising, \$2 million from grants, and \$8 million or less from a bond. The bond amount could be as low as \$6 million if we are able to pay off the purchase bond early. The Board agreed to move forward with this updated funding mix, which the Private Fundraising Committee will provide to the SJICF as they work on restructuring the MOU.


c) Salary Issue

- David Doughman, the Library's attorney, updated the board on his research regarding an employee's salary overpayment, discussed at the March 14th meeting. His initial advice was that it was acceptable for the Library to choose not to seek repayment, but after looking further into Washington State constitutional limitations on gifts of public funds, he believes that to not seek repayment would constitute an unlawful gift of public funds, and therefore the Library legally must seek repayment. According to his research, per RCW 49.48.200, there is nothing that prohibits a method other than wage reduction for repayment, and the Library and the employee may agree on a plan to complete the repayment. The board asked if the employee could return accrued paid vacation leave in lieu of a wage reduction, and David believes that is acceptable, but will research further before giving a final answer. David will meet with Laurie to discuss the specific amount of leave that would be required for repayment, and will advise on procedures to follow regarding notice to the employee, per RCW 49.48.210.

ADJOURNMENT

MSC Boyd Pratt moved and Paul Peterson seconded to adjourn the meeting at 4:38 pm. Carried.

Respectfully submitted:

DocuSigned by:


Board Secretary

Approved:

DocuSigned by:
Barbara Sharp

Board President