

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

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

June 13th, 2023

1) Call to Order: President Barbara Sharp called the meeting to order at 3:02 pm.

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

Staff Present: Laurie Orton, Heather Dima, Kasey Rasmussen

FOL Present: Valdi Bjarnason, FOL Board Vice President

2) Visitors: Mark Madsen

3) Public Access: none

4) Agenda Approval:

Added item **10)c Housing Proposal** to Old Business.

MSC Becki Day moved and Karen Vedder seconded to accept the agenda as amended. Carried.

5) Approval of Board Minutes of May 9th, 2023 Regular Meeting:

MSC Paul Peterson moved and Karen Vedder seconded to approve the minutes of the **May 9th, 2023** regular meeting as submitted. Carried.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: Karen Vedder, Wednesday, July 5th, 2023, 4 to 6 pm, via Zoom.

FOL Board Vice President Valdi Bjarnason reported:

- This weekend the FOL will be at the Saturday Farmer's Market.
- The FOL Board decided to cancel the Father's Day basket this year.
- On July 29th, Discover Books will have their final pick up of books from the storage barn.
- The board is in contact with a new volunteer to potentially take over website development due the absence of the previous website volunteer.
- The summer book sale will be held on August 12th.
- New signs for the Book Palace should be ready next week.

7) Approval of Bills:

June 13th, 2023

The Consent Agenda included the following:

Bills Dated May 2, 2023 in the amount of \$21,032.54.

Bills Dated May 2, 2023 in the amount of \$842.93.

Bills Dated May 15, 2023 in the amount of \$12,797.32.

Bills Dated May 15, 2023 in the amount of \$949.30.

Bills Dated May 29, 2023 in the amount of \$6,678.11.

Bills Dated May 29, 2023 in the amount of \$384.44.

Bills Dated May 31, 2023 in the amount of \$14,280.28.

MSC Karen Vedder moved and Becki Day seconded to accept the consent agenda for Expense Claims Transmittals as presented. Carried.

8) Payroll

MSC Becki Day moved and Karen Vedder seconded to affirm the **May 2023 Payroll** dated May 22nd, 2023 in the amount of \$68,970.46. Carried.

9) Reports

Director Report (Laurie Orton)

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

- A repayment plan for the employee that was overpaid has been set up and will begin with the June payroll.
- Laurie answered questions about the 2022 Washington Public Libraries Annual Report and 2023 Salary Survey submitted to the state.
- Laurie updated the board on Anthony Morris' progress on moving to the island. His expected start date is July 11th.
- Laurie explained the reasons behind the decision to not move forward with the website redesign. She noted that aspects of the redesign work, including some page content and organizational structure, will be used as we update the current website in-house. It will cost less to update the current website on our own. Website updates will focus on accessibility, improved organization, and adding features requested by staff.

Adult Services Report (Wendy Waxman Kern)

Wendy's written report was noted.

- Boyd commented that he's delighted to see the hybrid programs with physical attendance.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted.

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted.

- Boyd asked if the spikes in website usage shown on the IT Report are anomalies. Laurie will find out from Floyd.

Financial Report (Heather Dima)

Heather's written report was noted.

- Laurie reported that she will work on an amended budget for the July meeting.

10) Old Business

a) Committee Updates

- Bond Payoff Committee
 - Laurie reported that the insurer has agreed to pay 100% of the OCMI invoices. There were no other updates on a final figure for the insurance payout.
- Lessons Learned Committee
 - Visitor Mark Madsen and the board discussed public concerns and misconceptions as noted in the Lessons Learned report, as well as feedback they've heard personally from community members.
 - The board discussed feedback from the report to address specifically in the introductory section of the public forum.
 - The board discussed possible surveys in the future for feedback from the community to gauge public opinion on a bond election.
 - Mark shared local historical precedent for bond election results with the board.
- Private Fundraising
 - Barbara, Boyd, and Mark reported on their meeting with members of the San Juan Island Community Foundation Board. The meeting included discussion of the revised fundraising target, and how fundraising would be needed to draw upon funds in advance of the state grant reimbursements for pre-construction costs. SJICF confirmed their commitment to the fundraising project to build the new library. Laurie will work on a revised MOU for the board to approve and submit to the SJICF. Boyd was asked to represent the board at the SJICF's summer social event Cornerstone as an attendee, not a speaker.
 - The board discussed possible revisions to the MOU that Laurie will write. Mark, Barbara, and Boyd will put information together for Laurie's use in revising the MOU.
 - The board discussed the plan that will be written to submit to the state for the capital grant contract to demonstrate adequate funding for the project. Laurie answered questions about the parameters of the state grant and what it can be used for.

b) Public Forum Planning

- The public forum will be held on June 27th, at Brickworks, from 7-9pm. The board agreed to hold this meeting in-person only. This will be the first in a series of public forums.
- Discussion was held to decide on the agenda for the meeting. The main focus will be listening to community member's comments rather than a lengthy presentation from the board. Responsibilities for different parts of the meeting were divided among board members. Board members will donate light snacks and refreshments. Laurie will begin publicity for the meeting.

c) Housing Proposal


- Farhad Ghatan's written proposal was submitted to the board. Discussion of the proposal was held. The board agreed to have the Library's attorneys look at the proposal for a legal opinion to determine if and how the library district could lease or sell part of the property, and what the liabilities and limitations would be.
- Boyd proposed setting up a committee to study the proposal. Barbara and Karen will serve on the committee.
- The board discussed a press release to alert the public that the Library is accepting proposals for joint use projects. The timing of the press release is yet to be determined.

MSC Boyd Pratt moved and Becki Day seconded to accept Mr. Ghatan's proposal for consideration. Carried.

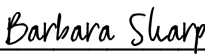
ADJOURNMENT

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

Respectfully submitted:

DocuSigned by:

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Board Secretary

Approved:

DocuSigned by:

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Board President