

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

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

April 9th, 2024

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

Members Present: Boyd Pratt, Karen Vedder, Barbara Sharp

Staff Present: Laurie Orton, Anthony Morris, Heather Dima, Kasey Rasmussen

FOL Present: Nina VanLund, FOL Board Director

2) Visitors: Mark Madsen, Kyle Loring

3) Public Access: none

4) Agenda Approval:

MSC Karen Vedder moved and Barbara Sharp seconded to accept the agenda as submitted. Carried.

5) Minutes

a) Approval of Board Minutes of March 12th, 2024 Regular Meeting:

MSC Karen Vedder moved and Barbara Sharp seconded to approve the minutes of the **March 12th, 2024** regular meeting as submitted. Carried.

a) Approval of Board Minutes of March 14th, 2024 Special Meeting:

MSC Karen Vedder moved and Barbara Sharp seconded to approve the minutes of the **March 14th, 2024** special meeting as submitted. Carried.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: Barbara Sharp, Tuesday, May 7th, 2024, 4:15 to 6 pm, in the Library

FOL Board Director Nina VanLund reported:

- Valdi Bjarnason is retiring from the FOL board. Nina shared a note from Stan appreciating Valdi's service on the board. They will be recognizing his service at the Annual Meeting.
- The FOL board has a new member, Randi Schuh.

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- The FOL Annual Meeting is being held on April 9th, 2024, in the Library's Main Salon. The business meeting will be held at 5:30 pm, followed by speaker D.C. Alexander at 6 pm.
- Board members are getting ready for the Mother's Day Tea and raffle on May 11th. On April 20th, 27th, and May 4th they'll be selling raffle tickets at the Farmer's Market.
- The FOL board is anticipating a change to the 4th of July Cakewalk venue.

7) Approval of Bills

The consent agenda included the following:

Bills dated March 4, 2024 in the amount of \$35,195.13.

Bills dated March 4, 2024 in the amount of \$17,221.67.

Bills dated March 14, 2024 in the amount of \$10,368.26.

Bills dated March 14, 2024 in the amount of \$7,643.60.

Bills dated March 31, 2024 in the amount of \$15,719.67.

MSC Karen Vedder moved and Barbara Sharp seconded to accept the Consent Agenda for Expense Claims Transmittals as submitted. Carried.

8) Payroll

MSC Karen Vedder moved and Barbara Sharp seconded to affirm the **March 2024 Payroll** dated March 21st, 2024 in the amount of \$86,381.98. Carried.

9) Reports

Director Report (Laurie Orton)

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

- Board members will complete an Open Government training this month.
- On March 13th, attorney Susannah Carr sent a letter with the new Røen estimate to the insurance company requesting payment of the cash value of the estimate within 30 days of the letter. She will follow up if there is no response from the insurance company.
- Karen, Barbara, and Laurie had a meeting with Paul Fischburg and Jim Goetz of the Home Trust about the potential for affordable housing as part of the new library building project. Both parties are looking forward to further conversations in the future.

Assistant Director/Adult Services Manager Report (Anthony Morris)

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

- Gabriel is hosting a library volunteer celebration on April 26th in conjunction with National Volunteer Week. He invited a board member to make short remarks at the celebration; Karen volunteered.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted.

- Barbara commended Melina and Elizabeth on the Humanities Washington grant they applied for and received.

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted.

- Boyd noted his appreciation of Floyd's summary of Wifi and hotspot usage, and pointed out that the level of usage demonstrates how essential these services are to the community.

Financial Report (Heather Dima)

Heather's written report was noted.

10) Old Business

a) 2024 Levy Planning- community meetings, public campaign committee, timeline

- Boyd reported that Beth Helstien has agreed to chair the Public Campaign Committee. She is communicating with other committee members to set up the first meeting. The committee is still searching for a treasurer.
- Laurie noted that after submitting the levy lid lift filing to the county on May 3rd, 2024 the Library enters the time period where there needs to be clear separation between Public Campaign Committee activities and the activities of the Library and the board.
- Anthony will begin working with Gabriel to translate levy materials into Spanish.
- Laurie reported that the next public meeting date on May 1st, 2024 is now confirmed. Advertising for the meeting has started in the paper and on social media. Boyd will prepare an agenda similar to the March public meeting.
- Laurie worked with Karen and Boyd on a list of potential speaking engagements, which she shared with the board. Board members and Laurie assigned themselves responsibility to begin contacting groups.
- Laurie reviewed progress and assignments on the campaign timeline.

11) Public Hearing

President Boyd Pratt declared the Public Hearing open at 3:50 pm.

a) Resolution #1-2024- Proposing and authorizing a levy lid lift be submitted to the voters

- Boyd presented the proposed Resolution #1-2024.

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b) Explanatory statement for voter pamphlet

- Boyd presented the proposed explanatory statement.

c) Public testimony

- Boyd called for any members of the public to speak if desired.

President Boyd Pratt declared the Public Hearing closed at 3:54 pm.

MSC Karen Vedder moved and Barbara Sharp seconded to adopt Resolution #1-2024 as submitted. Carried.

MSC Karen Vedder moved and Barbara Sharp seconded to adopt the explanatory statement as submitted. Carried.

12) 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 3:56 pm, and expected to last 14 minutes, ending at 4:10 pm. The executive session was closed at 4:10 pm.

MSC Karen Vedder moved and Barbara Sharp seconded to accept Paul Peterson's resignation from the Board of Trustees. Carried.

MSC Karen Vedder moved and Barbara Sharp seconded that the board offer interviews to applicants Kyle Loring, Nina VanLund, and Jon Aschoff for vacant Board of Trustees positions. Carried.

The board tentatively planned a special meeting for April 22nd, 2024 to hold interviews for board member candidates, pending interviewee availability.

13) New Business

a) PDC Training- Guidelines for Local Government Agencies in Election Campaigns

- Boyd led the board in a review of a Public Disclosure Commission (PDC) training regarding statutes and rules for local government agencies in election campaigns. Board members discussed their questions and clarifications.
- Laurie shared the campaign season guidelines for library staff, which will be presented at the next staff meeting.

Adjournment

MSC Karen Vedder moved and Barbara Sharp seconded to adjourn the meeting at 4:55 pm. Carried.

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Respectfully submitted:

DocuSigned by:
Barbara Sharp
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Board Secretary

Approved:

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[Signature]
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Board President

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