

**SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES**  
**Public Hearing For 2024 Budget Amendments and 2025 Budget Work Session**  
Hybrid Attendance—in person in the Library's Meeting Room and by Zoom  
(access information provided at [www.sjlib.org](http://www.sjlib.org))  
October 30<sup>th</sup>, 2024

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

**Members Present:** Boyd Pratt, Karen Vedder, John Aschoff, Kyle Loring

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

**FOL Present:** none

**2) Visitors:** none

**3) Public Access:** none

**4) Agenda Approval:**

Removed item **5 a) Work Session – 2025 Budget** from New Business

Added item **5 a) Director Evaluation Timeline** to New Business

**MSC** Karen Vedder moved and John Aschoff seconded to accept the agenda as amended. Carried.

**5) Public Hearing**

President Boyd Pratt declared the Public Hearing open at 3:03 pm.

**a) 2024 SJIL Budget Amendments & Resolutions**

- Laurie reviewed the proposed Resolution #3-2024 and answered questions.
- Laurie reviewed a draft of Resolution #5-2024 Resolution to Establish Payroll Account. The account would be set up with an opening deposit of \$120,000 to have sufficient funds to run the first payroll of 2025 and thereafter be replenished on a monthly basis. The opening deposit would be transferred from the General Reserves fund. Laurie will prepare a final draft of the resolution to present at the November 12, 2024 regular meeting.
- Heather noted that the proposed \$120,000 for the new payroll checking account had not factored in benefits. Laurie recommended the deposit into that account be raised to \$160,000 to accommodate benefits, taxes, and payroll service fees, and provide room for expected future growth with inflation. Board members agreed. Laurie amended figures accordingly within *Attachment A 2024 Draft Budget Amendments*. After the correction,

the final General Operating Fund budget as presented in Resolution #4-2024 was \$2,749,440.00.

- o Laurie reviewed the proposed 2024 budget amendments to the operating fund, bond fund, project fund, and general reserves, as detailed in *Attachment A 2024 Draft Budget Amendments*, and answered questions. Changes included raising the ending cash, including the credit card processing account in the beginning and ending cash figures, and establishing the new payroll checking account to accommodate the upcoming county services changes. Also included in the 2024 budget amendments are salary adjustments reflecting changes to staff hours, the inclusion of new grants received this year, and moderate increases to collections and facilities budgets after previous years of budget stagnation.

President Boyd Pratt declared the Public Hearing closed at 3:53 pm.

**MSC** Karen Vedder moved and John Aschoff seconded to accept Resolution #3-2024 - Resolution to Increase Balance In and Include Credit Card Processing Account In 2024 Amended Budget as submitted. Carried.

**MSC** John Aschoff moved and Karen Vedder seconded to accept Resolution #4-2024 Amending the 2024 Budget as amended. Carried.

**10) New Business**

**a) Director Evaluation Timeline**

- o John reviewed the plan and timeline for this year’s Director Evaluation. Board members discussed the process.

**Adjournment**

**MSC** John Aschoff moved and Karen Vedder seconded to adjourn the meeting at 4:12 pm. Carried.

Respectfully submitted:

DocuSigned by:  
  
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 Board Secretary

Approved:

DocuSigned by:  
  
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 Board President