

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

Hybrid Attendance—in person in the Library's Meeting Room and by Zoom
(access information provided at www.sjlib.org)

June 10th, 2025

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

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

Staff Present: Laurie Orton, Anthony Morris, Kasey Rasmussen, Elizabeth Griffin

FOL Present: Alla Abato, FOL Board Director

2) Visitors: none

3) Public Access: none

4) Agenda Approval:

MSC Barbara Sharp moved and Boyd Pratt seconded to accept the agenda as submitted. Carried.

5) Approval of Board Minutes of May 13th, 2025 Regular Meeting:

MSC John Aschoff moved and Boyd Pratt seconded to approve the minutes of the **May 13th, 2025** regular meeting as submitted. Carried.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: Kyle Loring, Tuesday, July 1st, 2025, 3:30 to 5:30 pm, in the Library Meeting Room.

FOL Board Director Alla Abato reported:

- The FOL board approved a request from Gabriel to increase the ELL supplies budget from \$500 to \$800 in order to keep up with the increased participation.
- Current event planning is now focused on the July 4th Cakewalk, as well as preparing for the annual book sale on August 2nd.
- The Mother's Day Tea raised \$3,842. Although expenses were higher this year, the board felt it was worth it for such a well-received event. A survey of attendees showed they were happy with the event.

7) Approval of Bills

The consent agenda included the following:

June 10th, 2025

Bills dated May 12, 2025 in the amount of \$18,693.78.

Bills dated May 12, 2025 in the amount of \$992.94.

Bills dated May 27, 2025 in the amount of \$17,147.41.

Bills dated May 27, 2025 in the amount of \$1,918.78.

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

8) Payroll

MSC John Aschoff moved and Kyle Loring seconded to affirm the **May 2025 Payroll** dated May 27th, 2025 in the amount of \$133,261.04. Carried.

9) Reports

Director Report (Laurie Orton)

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

- Amazon Business notified us that our credit line was increased to \$51,000; we decided instead to cap it at \$10,000 to lower our credit risk.
- State funding for MRSC's core services was maintained, but funding for the Small Works Roster and Public Work Technical Training and Assistance was cut. The MRSC is exploring funding options to continue providing those services.
- Laurie answered questions about staff training regarding immigration enforcement.
- Laurie shared images of the future self-checkout station. Board members and staff are excited for implementation, which we expect won't be for at least another four to six weeks. An announcement will be made when it is ready to go live.

Assistant Director/Adult Services Manager Report (Anthony Morris)

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

- Anthony thanked everyone who came to the *Free for All* film screening.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted.

IT Administrator Report (Floyd Bourne)

Floyd's written report was noted.

Financial Report (Heather Dima)

Heather's written report was noted.

- Laurie answered questions about the Stocker grant.

10) New Business

a) Student Access Card Program / Agreement

- Elizabeth introduced the board to the new Student Access Card Program. This partnership with the school district aims to increase student access to the library and its resources by providing all students (unless they or their parents opt out) with an account. There will not be a physical card associated with these types of accounts, which will instead use student's school ID numbers for access. Student Access accounts will be limited to three physical checkouts, with unlimited access to digital resources.
- Student Access Cards will not replace regular youth library cards; students may still use their own regular card.
- For the first year the program will just include high school students, with a plan to explore expanding to the middle school in the future.
- Laurie answered questions about the public records implications of the program.

MSC Boyd Pratt moved and Barbara Sharp seconded to authorize Laurie to sign the Interlocal Cooperative Agreement to Provide Student Access Card Program Between San Juan Island Library District and San Juan Island School District No. 149. Carried.

b) Consultant Project Proposal

- The board reviewed FiveDot and Allied8's consulting proposal, which was developed with input from Karen and Boyd. Discussion was held on the proposal and the board's expectations for the final report. The proposal includes a visit to the library on June 25th, 2025 to meet with board members and staff. Laurie will clarify with FiveDot and Allied8 if board members will be meeting individually with the consultants or if they are to meet in a group, and would therefore need to call a special meeting.

MSC Kyle Loring moved and Boyd Pratt seconded to give Laurie the authority to enter into an agreement with Fivedot and Allied8 based on the proposed bid we received. Carried.

11) Old Business

a) Project Planning Updates

- Discussion was held on current progress on the "Planning for a New Library" schedule that Karen, Boyd, and Anthony developed, and adjustments were made to action items to incorporate the information we will receive from consultants.
- The board formed a subcommittee to research and reach out to other libraries that have completed capital projects for information about how they financed their projects using non-taxpayer funds. Boyd and John will serve on the committee. Further discussion on private fundraising will occur at the July 8th, 2025 regular meeting.

- Board members shared their reflections on the “Designing a Library within Your Means” Library Journal webinar.


b) Director’s Evaluation Process

- Discussion was held on John and Barbara’s first draft of suggestions for revising the director’s evaluation process. Board members considered the objectives of the evaluation, the role of the board in evaluations, expectations from the director during the evaluation process, appropriate performance criteria to consider, the best ways to gather and consider staff input, and if there is a better time of year to undertake the evaluation process.
- John and Barbara will be meeting with management staff to discuss staff input in the evaluation process.
- The board agreed to continue this discussion as an agenda item at the July 8th, 2025 regular meeting.


Adjournment

MSC Barbara Sharp moved and Boyd Pratt seconded to adjourn the meeting at 4:42 pm. Carried.

Respectfully submitted:

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Board Secretary

Approved:

Signed by:

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Board President

June 10th, 2025