

**SPECIAL MEETING OF THE
SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES
For the Purpose of Conducting Regular Business**
Hybrid Attendance—in person in the Library's Meeting Room and by Zoom
(access information provided at www.sjlib.org)
September 18th, 2025

1) Call to Order: President Karen Vedder called the meeting to order at 1:00 pm.

Members Present: Boyd Pratt, Karen Vedder, Barbara Sharp, John Aschoff, Cheryl Kringle

Staff Present: Laurie Orton, Heather Dima, Kasey Rasmussen

FOL Present: Nancy Sheplor, FOL Board Director

2) Visitors: Tom Carter

3) Public Access: none

4) Agenda Approval:

MSC Boyd Pratt moved and John Aschoff seconded to accept the agenda as submitted. Carried.

5) Minutes

a) Approval of Board Minutes of August 12th, 2025 Regular Meeting:

MSC Barbara Sharp moved and Boyd Pratt seconded to approve the minutes of the **August 12th, 2025** regular meeting as submitted. Carried.

b) Approval of Board Minutes of August 25th, 2025 Special Meeting:

MSC John Aschoff moved and Barbara Sharp seconded to approve the minutes of the **August 25th, 2025** special meeting as submitted. Carried.

c) Approval of Board Minutes of August 26th, 2025 Special Meeting:

MSC Boyd Pratt moved and John Aschoff seconded to approve the minutes of the **August 26th, 2025** special meeting as amended. Carried.

6) Friends of the Library (FOL)

September 18th, 2025

Delegate to next FOL meeting: Cheryl Kringle, Tuesday, October 7th, 2025, 3:30 to 5:30 pm, in the Library Meeting Room.

FOL Board Director **Nancy Sheplor** reported:

- The FOL annual newsletter will be sent out by the end of September.
- Volunteers are preparing for the Scarecrow contest, and for National FOL week in October. They will prepare a display in the entryway display case for the month, and a "Local Heroes" display on the salon table for the week of October 19th - 25th.
- Nancy met with members of the Orcas FOL to discuss fundraising ideas. The plan is still to hold another Tea Party fundraiser in the spring.
- FOL board members are starting preparations for the Holiday Sale on November 29th, and the Silent Auction which will run through December 6th. They are looking for donations of baskets.

7) Approval of Bills

The consent agenda included the following:

Bills dated August 5, 2025 in the amount of \$24,676.40.

Bills dated August 5, 2025 in the amount of \$2,180.81.

Bills dated August 18, 2025 in the amount of \$22,430.96.

Bills dated August 25, 2025 in the amount of \$4,180.69.

Bills dated August 25, 2025 in the amount of \$1,678.79.

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

8) Payroll

MSC John Aschoff moved and Barbara Sharp seconded to affirm the **August 2025 Payroll** dated August 26th, 2025 in the amount of \$131,090.08. Carried. Cheryl Kringle abstained.

9) Reports

Director Report (Laurie Orton)

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

- Laurie noted that we haven't observed an increase in noise with the new flooring.

Assistant Director/Adult Services Manager Report (Anthony Morris)

September 18th, 2025

Anthony's written report was noted.

Youth Services Manager Report (Melina Lagios)

Melina's written report was noted.

- Boyd noted how crowded it gets in the teen area after school.
- Laurie answered questions about the Rotary snacks program.

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 expenses and insurance renewals.

10) Old Business

a) Steering Committee

- John reported that we received a number of applications for the steering committee. After reviewing the applications, Tanja Williamson, Paul Fischburg, Beth Helstein, Susan Hall, Steve Bowman, and Steve Ulvi were selected to compose the steering committee. Their first meeting will be on September 23rd.

b) Project Planning Updates

- Boyd reported that with formation of the steering committee, we're on track on the public engagement and design process timeline.
- October 22nd was confirmed as the date for the first public meetings. Two identical meetings will be held that day, one in the morning and one in the evening, to increase attendance across different demographics.
- Boyd and John are preparing the funding matrix with information from comparable libraries in the region for discussion at the November 18th special meeting.
- Laurie will communicate to the steering committee the trustee's availability in November, so that they can plan for the November public meetings.

11) New Business

a) Project Timeline

- Laurie reported that most common question staff receive in regards to the new building project is "When are you moving to the new building?" and requested the board discuss a rough timeline to communicate to the public.
- Discussion was held on what information needs to be collected to provide a realistic estimate. Laurie noted that Fivedot had provided some estimates in the past, and she will also consult with Allied8 to prepare a rough idea for the board to discuss at the October 14th regular meeting.
- Discussion was held on the island's historical culture of community fundraising for building projects. Laurie will talk to Amy at the San Juan

Island Community Foundation about past community fundraising and building projects to see if she has any insight on fundraising timelines.

b) Board Officers

- Discussion was held on the updated board position roster.
- The board will take action on Cheryl's 2026 reappointment to Position #5 at the November 18th special meeting.

c) New Public Comment Policy

- Laurie presented a draft of a new public comment policy, formalizing public comment procedures.

MSC Boyd Pratt moved and Barbara Sharp seconded to adopt policy section 1.5 Public Comment at Board Meetings as proposed. Carried. Cheryl Kringle abstained.

13) Adjournment

MSC Boyd Pratt moved and John Aschoff seconded to adjourn the meeting at 1:36 pm. Carried.

Respectfully submitted:



Board Secretary

Approved:



Board President

September 18th, 2025