

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)
October 14th, 2025

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

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

Staff Present: Laurie Orton, Kasey Rasmussen

FOL Present: Sue Stricker McCormack, FOL Board Secretary

2) Visitors: none

3) Public Access: none

4) Agenda Approval:

Added item **11 a) Discuss Distribution of Newly Revised Directors Survey to New Business.**

MSC Boyd Pratt moved and Cheryl Kringle seconded to accept the agenda as amended. Carried.

5) Approval of Board Minutes of September 18th, 2025 Special Meeting:

MSC Boyd Pratt moved and Cheryl Kringle seconded to approve the minutes of the **September 18th, 2025** special meeting as submitted. Carried.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: Karen Vedder, Tuesday, November 4th, 2025, 3:30 to 5:30 pm, in the Library Meeting Room.

FOL Board Secretary Sue Stricker McCormack reported:

- Preparation is underway for National FOL Week, October 19th-26th. The display table in the main salon will have a “hero” themed display with an activity inviting patrons to nominate a local hero. Different board, staff, and patron appreciation events are planned for each day of the week.
- FOL volunteers will be assisting with the Trick or Book youth program on October 26th.
- FOL board members will be present with a membership table at the October 22nd community meetings.

- Planning is ongoing for the November 30th Holiday Sale in the meeting room, followed by the Silent Auction, held November 30th through December 6th in the main salon.

7) Approval of Bills

The consent agenda included the following:

Bills dated September 9, 2025 in the amount of \$28,874.42.

Bills dated September 9, 2025 in the amount of \$26,485.31.

Bills dated September 22, 2025 in the amount of \$21,292.19.

Bills dated September 22, 2025 in the amount of \$3,178.48.

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

8) Payroll

MSC Boyd Pratt moved and John Aschoff seconded to affirm the **September 2025 Payroll** dated September 23rd, 2025 in the amount of \$130,914.45. Carried.

9) Reports

Director Report (Laurie Orton)

Laurie's written report was noted.

Assistant Director/Adult Services Manager Report (Anthony Morris)

Anthony's written report was noted.

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 budgeting for the upcoming accountability audit.

10) Old Business

a) Steering Committee

- John and Boyd reported that the steering committee has met several times regarding outreach and communication in preparation for the October 22nd public meetings. The meeting agendas are being finalized.
- Board members discussed the goal and plans for the meetings. There will be a portion of the meetings dedicated to updating the public on the history of the project and where things currently stand, but the majority of each meeting will be a listening session, soliciting input from the public on their goals and values for the new building project. Consultants from Fivedot will facilitate the open discussion portion of the meetings.

b) Public Meetings

- The first public meetings are coming up next week, on Wednesday October 22nd from 12-2pm and 6-8pm. These meetings aim to establish shared values and goals for the project.
- The second set of public meetings is planned for Tuesday, November 18th from 12-2pm and 6-8pm. These meetings aim to translate the established values and goals into design ideas.
- Discussion was held about board member availability for the third public meeting in January or February. Laurie will communicate with Fivedot and Allied8 about potential dates. This meeting is planned to present the conceptual design generated from previous meetings to the community for feedback.

c) Project Planning Updates

- Board members discussed availability for a design work session in December. Laurie will send Fivedot and Allied8 ideas for dates. Further discussion of expectations and goals for that meeting will be held at the November 12th special meeting.
- Boyd and John noted they are hoping to present the funding matrix they've been working on at the November 12th special meeting.

d) November Board Meeting Date

- The regularly scheduled November board meeting would fall on Veterans Day this year. Originally, the board rescheduled the November meeting as a special meeting on Tuesday, November 18th, but now that public meetings are scheduled for that date, Laurie suggested the special meeting be held on Wednesday, November 12th, 3-5pm, instead. Board members agreed.

11) New Business

a) Discuss Distribution of Newly Revised Directors Survey

- Board members discussed when they should complete their surveys in preparation for the director's evaluation. Laurie will aim to provide her information by the November 12th special board meeting, and the trustee survey will be distributed after that.

b) Cheryl's Report on Child Care

October 14th, 2025

- Cheryl and Karen reported that they met with Dr. Fischaut after he reached out to discuss community issues, particularly the lack of childcare on the island, and to discuss the library's role in nurturing intergenerational connections.
- Discussion was held on the role of community stakeholders as we work on the new building project.
- Board members agreed to explore ideas for stakeholders, community partnerships, and the possibility of related funding sources after the conceptual design is presented in January.

c) State Accountability Audit 2023-2024

- We are scheduled to have our next audit this fall, with the report expected to be issued early next year. Laurie will make changes to the draft budget to accommodate the audit costs.
- Laurie noted that because the minimum revenue threshold for a financial audit has been raised, we are no longer required to have one.

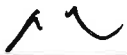
d) 2026 Library Budget Draft

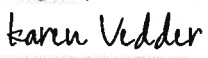
- Laurie prepared a rough first draft of the 2026 budget, including options for different COLAs. Laurie recommended the board consider a 5% COLA for 2026, considering that we are still catching up after the years in which our COLAs did not keep up with inflation. Laurie will prepare a final draft for review at the November 12th special meeting.

13) Adjournment

MSC Barbara Sharp moved and Cheryl Kringle seconded to adjourn the meeting at 4:57 pm. Carried.

Respectfully submitted:



Signed by: Board Secretary


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Board President

Approved:

October 14th, 2025