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)
August 11th, 2026

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

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

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

FOL Present: Beth Spaulding, FOL Board President

2) Visitors: Bryce Ecklein

3) Public Access: none

4) Agenda Approval:

Added item **12 e) Insurance Renewals** to New Business.

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

5) Approval of Board Minutes:

a) MSC Boyd Pratt moved and Barbara Sharp seconded to approve the minutes of the **July 14th, 2026** regular meeting as submitted. Carried.

b) MSC Barbara Sharp moved and Boyd Pratt seconded to approve the minutes of the **July 29th, 2026** special meeting as submitted. Carried.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: John Aschoff, Tuesday, September 1st, 2026, 3:30 to 5:30 pm, in the Library Meeting Room.

FOL Board Director Beth Spaulding reported:

- The Book Sale went well despite the rain. They made $2,237, which is close to what was made in 2024, but approximately $900 less than was made in 2025. They think there was less traffic due to the softball tournament fundraiser that was happening at the same time. The FOL board extended their thanks to all the library staff and volunteers who helped out at the sale.

7) SJICF Update

- Amy Saxe-Eyler was not present to provide an update.

8) Approval of Bills

The consent agenda included the following:

Bills dated July 7, 2026 in the amount of $23,674.89.

Bills dated July 7, 2026 in the amount of 2,871.24.

Bills dated July 27, 2026 in the amount of 2,526.42.

Bills dated July 28, 2026 in the amount of 12,883.18.

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

9) Payroll

MSC Barbara Sharp moved and Boyd Pratt seconded to affirm the **July 2026 Payroll** dated July 28th, 2026 in the amount of $135,688.30. Carried.

10) Reports

Director Report (Laurie Orton)
Laurie's written report was noted. Laurie also reported on the following:
- Sharon from Fivedot is on sabbatical from September 1st - November 2nd. Laurie doesn't think this will affect the cost estimate work, which Allied8 will complete. Other contacts at Fivedot will still be available.

Assistant Director/Adult Services Manager Report (Anthony Morris)
Anthony's written report was noted. Anthony also reported on the following:
- Anthony briefly reviewed the plans for the fair. The library is the superintendent for the Island Writers booth this year and we'll be sharing the booth space. The new building design posters will be posted with sticky notes for more feedback. A handout with an update on the new building project will be available, as well as copies of the 2025 annual report. There will be an interactive display on the most popular books over the last 250 years, and a craft table where visitors can make paint splotches into sheep to symbolically join our library flock. Anthony or Abby will run a typewriter poetry activity from 12:30-1:30 pm every day.
- Our SJI Cares request is for funds to purchase an instant language device. It will be used at the front desk to instantly translate for staff and patrons, and can also be used at library events to provide instant subtitles in any language.
- Our new outreach coordinator starts August 24th.
- The USO show was cancelled due to the Town cancelling their events, as well as a lack of performers.

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.

11) Public Hearing

President John Aschoff declared the Public Hearing open at 3:37 pm.

a) **2026 Budget Amendments & Resolution**
   - Laurie explained that there was a formula error in the amended budget passed in Resolution #1-2026 on July 14th, 2026, resulting in the budget being misbalanced by $400. The proposed amendment Laurie presented fixes that error.

No public comment received.

President John Aschoff declared the Public Hearing closed at 3:42 pm.

MSC Cheryl Kringle moved and Boyd Pratt seconded to pass Resolution #3-2026 Amending the 2026 Budget, dated August 11th, 2026, to amend the 2026 budget as shown in Attachment A. Carried.

12) New Business

a) **DRS Compliance Review**
   - We were selected for a state Department of Retirement Systems audit this year. We had one finding regarding employees that were working at the library while retired in the state system that were not reported properly. We have the systems to do so in place now. They weren't several years ago when this occurred.

b) **Fair Closure**
   - We are closing early at 6 pm this Thursday, August 13th, due to low staffing because of the fair.

c) **Strategic Plan & Resolution**
   - Anthony shared the updated vision and mission statements and the strategic priorities.
   - Board members agreed on an annual review of the strategic plan every March.

MSC Cheryl Kringle moved and Barbara Sharp seconded to adopt Resolution #4-2026 Approving A New San Juan Island Library Strategic Plan dated August 11th, 2026. Carried.

d) Heat Pump Estimates and Procurement

- Laurie distributed three heat pump installation proposals for discussion and explained the project to add heat pumps to the children's area and back part of the library, as well as the Youth Services office, because the current HVAC system is not strong enough to properly heat and cool those areas.
- Laurie reviewed the procurement policy. She used the informal competitive quotation process to solicit proposals. The board reviewed the three proposals to determine and select the lowest responsible vendor.

MSC Boyd Pratt moved and Barbara Sharp seconded to accept the San Juan Heating proposal. Carried.

e) Insurance Renewals

- Laurie reported on her meeting with our insurance brokers. She noted that our total premium amount will go down this year. She was able to lower the coverage for the Spring St. property. Although other premiums increased, the net savings were $9,662.
- Our broker suggested we may be able to lower our public entity liability coverage. Discussion was held and board members agreed to leave the coverage as is for this year. Laurie will do further research on lowering the coverage, which we can revisit before the next renewal.

13) Old Business

a) Review Action Steps / Road Map for a New Library

- The board reviewed the action steps identified at the July 29th special meeting and checked off completed items. Laurie gave progress updates on her assigned items.
- Discussion was held on the roles of project manager, owners' representation, and construction manager, and when each will be needed.
- Leah of Allied8 will report on the town's comprehensive plan and their predevelopment application meeting at the September 30th special meeting.
- The board reviewed the road map. The board training and conflict of interest/ethics policy action items were pushed back to November.

14) Adjournment

MSC Boyd Pratt moved and Barbara Sharp seconded to adjourn the meeting at 4:39 pm. Carried.

Respectfully submitted: Signed by: Karen Vedder
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August 11th, 2026

Board Secretary

Signed by:

Approved: John Aschoff

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Board President

August 11th, 2026