

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)

September 8th, 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

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

FOL Present:

2) Visitors: Jane Weil Smith

3) Public Access: none

4) Agenda Approval:

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

5) Approval of Board Minutes of August 11th, 2026 Regular Meeting:

MSC Karen Vedder moved and Boyd Pratt seconded to approve the minutes of the **August 11th, 2026** regular meeting as amended. Carried.

6) Friends of the Library (FOL)

Delegate to next FOL meeting: Karen Vedder, Tuesday, October 6th, 2026, 3:30 to 5:30 pm, in the Library Meeting Room.

In the absence of an FOL Board Director present, Laurie reported:

- The Membership Drive starts on October 1st. Members who sign up or renew between October 1st and December 1st will be entered into a gift card raffle.
- The FOL annual newsletter will be coming out around the end of September or beginning of October.

7) SJICF

There was no guest from the SJICF to provide an update.

8) Approval of Bills

The consent agenda included the following:

September 8th, 2026

Bills dated August 10, 2026 in the amount of \$18,933.96.

Bills dated August 10, 2026 in the amount of \$587.48.

Bills dated August 25, 2026 in the amount of \$48,316.05.

Bills dated August 25, 2026 in the amount of \$12,693.06.

Bills dated August 31, 2026 in the amount of \$11,805.42.

Bills dated August 31, 2026 in the amount of \$31,940.11.

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

9) Payroll

MSC Karen Vedder moved and Boyd Pratt seconded to affirm the **August 2026 Payroll** dated August 27th, 2026 in the amount of \$135,301.19. Carried.

10) Reports

Director Report (Laurie Orton)

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

- Laurie noted that the signs she mentioned in her board report marking the Friday Harbor Suites parking spots had been there since before the FOL book sale in August. She hadn't noticed them previously.
- Boyd and Laurie reported on their meeting with David Mason regarding the new building project.
- Discussion was held on the letter from the Washington State Department of Commerce regarding the grant we were awarded in 2023. The letter notified us that the grant will lapse at the end of June 2027, since we have not yet executed the grant agreement, which would require us to be under contract for construction of the new building with funding fully secured.
- Laurie reported that she will go ahead with purchasing new chairs for the Main Salon, rather than waiting for the repainting project first, since that project will take more time to arrange.

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.

11) New Business

a) Performance & Payment Bonds vs. Retainage

- Laurie reviewed the procurement policy provisions for retainage instead of performance and payment bonds for the San Juan Heating contract.

MSC Barbara Sharp moved and Boyd Pratt seconded that per library policy section 2.1.7 C) 4., in lieu of a bond posted by San Juan Heating, the library retain 10% of the total cost that will be charged by San Juan Heating for installation of the heat pumps.

b) Security Monitoring Policy

- Laurie introduced the proposed new policy and noted the necessity of having a formal policy now that we have a new camera at the staff door.
- Discussion was held on the camera security system and privacy concerns.

MSC Boyd Pratt moved and Karen Vedder seconded to adopt policy section 5.14 Security Monitoring Policy as proposed. Carried.

12) Old Business

a) Review Action Steps / Road Map for New Library

- Laurie reviewed items she is working on for the September 30th meeting. At that meeting, Allied8 will present the cost estimates and report on their pre-development meeting with the town. Due to expected time constraints, the board agreed to move some of Laurie's report items from the September 30th meeting to the October 13th regular meeting.
- The board planned a special meeting from 1-5pm on October 27th to allow more time for in-depth discussion of the building project.

b) Steering Committee

- John reported on discussion at the steering committee's most recent meeting that the members see their role evolving to be more focused on outreach and community engagement. They discussed a name change to reflect their new role.
- Committee members are currently focusing on recruiting and building a larger committee. After the board receives the building project cost estimates and provides guidance on a case for support, committee members feel they will be ready to start reengaging the community.
- Anthony reported on his meeting with Victoria Compton to bring her up to speed on the building project and introduce her to many of the documents she will be referencing.

13) Adjournment

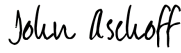
MSC Boyd Pratt moved and Barbara Sharp seconded to adjourn the meeting at 3:58 pm. Carried.

Respectfully submitted:

Signed by:

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Board Secretary

Approved:

Signed by:

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Board President