

Lopez Island Library Board of Trustees
Regular Meeting
April 19, 2016

Approved as Amended on May 17, 2016

Regular Board Meeting Call to Order:

Acting Chair Bob Buchholz called the regular April 19, 2016 meeting of the Lopez Library Board of Trustees to order at 10:03 AM.

Members Present: Trustees Anne Auckland, Bob Buchholz, Rob Thesman, Ilene Unruh, and Marilyn Berger, excused.

FOL: No one present.

Staff: Director Lou Pray and Claudia Rempel were also present.

Agenda Approval: The agenda was presented for approval. One item was added re: the Friend of the Library Appreciation Brunch under new business.

MSP Rob Thesman moved and Anne Auckland seconded a motion to approve the agenda as amended. Motion passed.

Approval of March 17, 2016 Board Minutes: Minutes were sent out prior to the meeting and corrections and suggestions were emailed in response. An amended draft of the minutes was submitted for approval.

MSP Rob Thesman moved and Anne Auckland seconded the motion to approve the March 17th meeting minutes as amended. Motion passed.

Friends of the Library Report: Lou Pray gave a short report about the April Friends of the Library book sale. The Friends will reevaluate having small book sales throughout the year or simply focus their efforts on a large Thanksgiving sale. The Friends were also looking forward to their Annual Meeting on April 23rd with guest speaker Ginny Gilder.

Librarian's Report: Lou submitted her librarian's report with the following highlights:

- 2015-a year in review (highlights and 10-year trends):
- 2015 saw a lot of staff turnover, including expanding hours for two library positions.
- 2015 also included a large Digital Literacy Grant from WA State which added to the library's digital collection.
- 2015 highlighted a different trend in library patronage with more web visits and increased access to digital resources. Circulation was at an all-time high, with over 100,000 items (9 physical and digital) being circulated.
- 2015 saw a change in library visits. Physical visits to the library were down, but the library continues to add patrons. Patrons are spending more time accessing the library's digital catalog from home and library computer usage has dropped.

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New Business: Lou presented a demo of the patron survey that will be sent out. She is emailing this to board members, who will give feedback at that time.

Friends/Staff Appreciation Brunch: Ilene reported that Micki Ryan had called to see if it would be possible to dedicate the Perkins Family Reading Room on May 19th, the day of the Friends/Staff Appreciation Brunch. BOT members agreed that it was a good idea. Ilene will get back to Micki and invite Perkins family members.

Audit Process- The audit process is drawing to a close. The State Auditor’s Office has sent an invoice. The total cost for the audit is estimated to be around \$5,000.00.

Approval of Bills

March 17, 2016 Expenditures

3/25/2016	Bill Voucher - Fund 6331	4,272.44
4/11/2016	Bill Voucher - Fund 6331	1,735.63
4/14/2016	Bill Voucher - Fund 6331	2,159.23
	Total Bills	8,167.30
4/1/2016	Healthcare – April 2016	2,788.25
	Total Health Care	2,788.25
4/1/2016	Payroll – April 2016	16,948.58
	Total Expenditures	\$27,904.13

Acting Chair Bob Buchholz called for a motion to approve all vouchers.

MSP A motion was made by Rob Thesman and seconded by Anne Auckland to approve all bills totaling \$27,904.13. Motion passed.

Surplus: 494 items deleted, mostly back issues of periodicals that haven’t circulated in 3 years, valued less than \$500.00 and damaged DVDs.

Next Meeting: Regular Library Board of Trustees Meeting – Tuesday, May 17, 2016-10am.

Adjournment: With no other business on the agenda, Acting Chair Bob Buchholz called for a motion to adjourn.

MSP A motion was made by Rob Thesman and seconded by Anne Auckland to adjourn the meeting. Motion carried unanimously.

93 The meeting adjourned at 11:27am.

94 Respectfully submitted: _____
95 Board Secretary

96 Approved: _____
97 Board Chair