

1 Lopez Island Library Board of Trustees  
2 Regular Meeting  
3 April 20, 2017

4 Approved as Amended May 16, 2017  
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7 **Regular Board Meeting Call to Order:**

8 Chair Bob Buchholz called the regular April 20, 2017 meeting of the Lopez Library Board of  
9 Trustees to order at 10:04 AM.

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11 **Members Present:** Trustees Bob Buchholz, Rob Thesman, Marilyn Berger, and Ilene Unruh.  
12 Anne Auckland (excused).

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14 **Staff:** Library Director Lou Pray and Library Staff Member Claudia Rempel were also present.

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16 **Agenda Approval:** The agenda was presented for approval. One item was deleted from the  
17 Agenda, workplace survey results.

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19 **Approval of March 30, 2017 Board Minutes:** Minutes were sent out prior to the meeting and  
20 corrections and suggestions were emailed in response. An amended draft of the minutes was  
21 submitted for approval. The minutes were approved with minor amendments

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23 **MSP** Ilene Unruh moved and Rob Thesman seconded the motion to approve the March  
24 30<sup>th</sup> meeting minutes as amended. Motion passed.

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

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- 30 • The library has spent about 18% of the budget as of April 1, 2017. An approximate  
31 revenue of about 15% has been received.
  - 32 • March 2017 saw an increase in physical check-outs and ILL loan requests (52) from the  
33 previous month.
  - 34 • A total of 287 items were added to the collection in March 2017.
  - 35 • Director Lou Pray spent most of March training new cataloger, Kristina Moen.
  - 36 • Acquired Grants Station, a resource for site, federal, and private foundation funding.
- 37

38 **Old Business:**

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- 41 • **Strategic plan update:** Collaborating with several community members on tool lending  
42 library. The group is working on donations, a place to store equipment, a mission  
43 statement, and borrowing policy.
  - 44 • **Programs update:** March programs in the Beyond Limits series continued. They  
45 included visits from Nigel Foster (World Kayaker) and Rick Boethling (Race Across  
46 America). These programs have brought in approximately 400 people.

47 **New Business:**

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- 49 • **Tea/Brunch for Friends:** The tea is tentatively scheduled for June 1<sup>st</sup> at 10am.
- 50 • **National Library Week:** A book display, interactive table, and giveaway were
- 51 sponsored for this year's National Library Week (April 9-15, 2017).
- 52 • **New conference computer installed:** A new computer with access to the projector
- 53 was installed in the community reading room.
- 54 • **Grants Station (demo):** This item was postponed.

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56 **Approval of Bills**

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**April 20, 2017 Expenditures**

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62 Staff and Admin Payroll \$ 17,678.06

63 HCA \$ 3,784.97

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65 **Expenditures**

66 Vouchers 4/3/2017 \$ 2,833.26

67 Vouchers 4/13/2017 \$ 6,533.51

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69 **Total-** \$ **30,829.80**

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

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75 **MSP** A motion was made by Rob Thesman and seconded by Ilene Unruh to approve all  
76 bills totaling \$30,829.80. Motion passed.

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78 **Surplus:** 2 items weeded (valued less than \$500.00)

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80 Chair Bob Buchholz called for a motion to approve all surplus items.

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82 **MSP** A motion was made by Rob Thesman and seconded by Ilene Unruh to approve  
83 weeding of 83 surplus items. Motion passed.

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85 **Next Meeting: Regular Library Board of Trustees Meeting –May 16, 2017.**

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

89 **MSP** A motion was made by Rob Thesman and seconded by Ilene Unruh to adjourn the  
90 meeting. Motion carried unanimously.

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92 The meeting adjourned at 5:49pm.

93 Respectfully submitted: \_\_\_\_\_  
94 Board Secretary

95 Approved: \_\_\_\_\_  
96 Board Chair