

Lopez Island Library Board of Trustees  
Regular Meeting  
September 19, 2017

Approved as Amended October 17, 2017

**Regular Board Meeting Call to Order:**

Chair Bob Buchholz called the regular September 19, 2017 meeting of the Lopez Library Board of Trustees to order at 10:04am.

**Members Present:** Trustees Bob Buchholz, Heike Deubner, Rob Thesman, Ilene Unruh and Marilyn Berger.

**Staff:** Library Director, Lou Pray, and Claudia Rempel.

**Guests:** Taya Higgins, Friends of the Library Vice President.

**Agenda Approval:** The agenda was presented for approval.

**MSP Rob Thesman moved and Marilyn Berger seconded the motion to approve the September 19, 2017 agenda as submitted. Motion passed.**

**Approval of August 17, 2017 Board Minutes:** Minutes were sent out prior to the meeting and corrections were made. The draft of the minutes was approved as amended.

**MSP Ilene Unruh moved and Rob Thesman seconded the motion to approve the August 19<sup>th</sup> meeting minutes as submitted. Motion passed.**

**Friends of the Library Report:** Taya Higgins gave a short report about the Friends of the Library activities for the months of August. The Friends are continuing to receive book donations, some which have produced sales thru Amazon.com. Charles Givens and Ginger Lowe are continuing to sell books thru Better World Books.

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

- Highlighted some later summer events, including the Great American Eclipse event which was well attended.
- Library visits were up 27% from the previous month
- Physical checkouts 8,497 up 35 from the previous month
- Revenue received - 49%
- Expenditures spent – 51%
- A total of 819 electronic downloads were logged for August.
- A total of 308 new items were added to the collection.

47 **Old Business:**

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- 50 • **Staff Team Building Day, Friday September 22, 2017** – Volunteers, substitutes and Bob
- 51 Buchholz will cover for Friday.
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- 53 • **2018 Budget Review-** Lou presented preliminary numbers for Budget 2018.
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56 **New Business:**

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- 58 • **Response to Friends of Library Letter**– A letter was sent to the Board of Trustees from the
- 59 Friends of the Library regarding their concern over staff resignations. The Board discussed the
- 60 implications of the turnover and concerns, and will follow up with a letter to clarify the issue.
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- 62 • **Fall Programs** – Lou highlighted the upcoming programs for September and October, including
- 63 events for Banned Book Week, and a talk by San Juan Island historian, Boyd Pratt.
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66 **Approval of Bills**

67  
68 September 2017

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70 **September 2017**

71 Staff and Admin Payroll	\$17,014.44
72 HCA	\$ 3,177.94

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74 **Expenditures**

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76 Voucher Request for 8/23/2017	\$ 5,021.30
77 Voucher Request for 9/12/2017	\$14,084.75

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79 **Total-** **\$39,298.43**

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

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83 **MSP** A motion was made by Rob Thesman and seconded by Marilyn Berger to approve all bills  
84 totaling \$39,298.43. Motion passed.

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86 **Surplus:** 34 Items withdrawn for book sale (valued less than \$500.00)

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

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

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94 **Next Meeting: Regular Library Board of Trustees Meeting –Tuesday, October 17, 2017 at 10am.**

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97 The regular meeting adjourned at 11:53pm

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99 Respectfully submitted: \_\_\_\_\_

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Board Secretary

101 Approved: \_\_\_\_\_

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Board Chair