

Lopez Island Library Board of Trustees
Regular Meeting-Virtual Meeting
June 17, 2020

Approved as Amended July 15, 2020

Regular Board Meeting Call to Order:

Chair Constance Euerle called the special session of the June 17, 2020 meeting of the Lopez Library Board of Trustees to order at 11:08am.

Members Present: Trustees Bob Buchholz, Constance Euerle, Connie Holz, Michael Moore, and LeaAnn Rolla.

Staff: Staff members Claudia Rempel and Ingrid Vliet were also present.

Guest: Barbara Orcutt

Agenda Approval: The meeting agenda was presented for approval.

MSP Michael Moore moved and Bob Buchholz seconded the motion to approve the agenda. Motion passed.

Approval of May 21, 2020 Minutes: Minutes were sent out prior to meeting via email, where comments and suggestions were edited.

MSP Bob Buchholz moved and Connie Holz seconded the motion to approve the May 21, 2020 minutes as amended. Motion passed.

Approval of Vouchers: Chair Constance Euerle asked for a motion to approve Vouchers from 6/4/2020 and 6/16/2020 in the amount of \$8,407.20. (Payroll and HCA was not available at the time of the meeting.)

MSP Michael Moore moved and LeaAnn Rolla seconded the motion to approve the Vouchers from 6/4/2020 and 6/16/2020 in the amount of \$8,407.20. Motion passed.

Friends of the Library Report: Barbara Orcutt updated the Board on the Friends. The Friends of the Library 4th of July Book Sale is cancelled due to COVID concerns and restrictions. There has been no sorting of books or acceptance of donations. Going forward, the Friends would like to plan toward a November 2020 book sale if possible.

Staff Report:

Programs-Ingrid Vliet and Claudia Rempel updated the board on current programming and planning at the Library. Of special note where the 2,152 people who attended virtual programs during the month of May. These programs included concerts, book clubs, and the Village Square. The next Village Square program will deal with the LSWDD, TIOLI, and the Thrift Store reopening. The Library Staff is also preparing for Summer Reading, Outdoor activities in partnership with the Land Bank, and family activity packets. The Library also received a grant from the Thrift Store for summer activity packets. They are also currently applying for two grants from the WA State Library for internet Hotspots and PPE for staff.

Reopening-The Library is working with current San Juan County Health Department Guidelines and the Governor's Phased Reopening Plans to plan for reopening of Library Services. Phase 2 has allowed staff to work in the library with many guidelines for how this must be conducted. The staff have implemented a modified Grab and Go Service to help patrons have access to materials. They will continue to monitor guidelines and mandates from the county and state in their planning for any expansion in services

Bank Account- Chair Constance Euerle asked the Board to approve an additional person (Ingrid Vliet) to sign for checks and make deposits to the Library's Petty Cash account with Islander's Bank.

MSP Bob Buchholz moved and LeaAnn Rolla seconded a motion to approve Ingrid Vliet as an additional signer on the Library's Petty Cash account with Islander's Bank. Motion Passed.

Credit Card- Chair Constance Euerle asked the Board to approve an additional person (Malia Sanford) as an additional user of the Library's credit card with Islander's Bank.

MSP Bob Buchholz moved and LeaAnn Rolla seconded a motion to approve Malia Sanford as an additional user of the Library's credit card with Islander's Bank.

Farewell, Bob Buchholz- Chair Constance Euerle accepted Bob Buchholz resignation from the board effective at the meeting. The Board thanked him for his 15 years of service to the Library and promised for a better celebration once we could all be together again.

Adjournment: With no other business on the agenda, Constance Euerle called for a motion to adjourn the meeting.

MSP Michael Moore moved and LeaAnn Rolla seconded the motion. Motion passed.

The meeting adjourned at 12:34pm.

Respectfully submitted: _____
Board Secretary

Approved: _____
Board Chair