

Lopez Island Library Board of Trustees
Public Budget Hearing
November 18, 2020
Approved as Amended December 16, 2020

Budget Public Hearing Call to Order: Chair Constance Euerle called the Public Budget Hearing to order at 11:04 am.

Board Members Present: Trustees Constance Euerle, Connie Holz, Michael Moore, Mindy Richardson and LeaAnn Rolla.

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

Guests: none present.

Agenda: As this meeting was duly advertised and convened via zoom (due to COVID-19 restrictions) to include the purpose of public input for the annual Library Budget, Chair Constance Euerle declared the meeting open to the public.

Budget 2021 (action):

2021 Levy Certification: The Levy Certification was presented requesting the levy amounts to be collected in 2021.

2020 Budget Resolution 20-1118: Resolution 20-1118 was presented adopting the General Fund Budget and Capital Improvement Budget for 2021. As the board was satisfied with all the revisions and that a public hearing was properly executed, Chair Constance Euerle called for a motion to approve the certification and resolution.

MSP Connie Holz moved and LeaAnn Rolla seconded the motion to approve the **Levy Certification** and **Budget Resolution 20-1118**, adopting the 2021 increase and General Fund Budget/ Capital Improvement Budgets. There was no more discussion. The vote was unanimous for approval. Motion passed.

Chair Constance Euerle called for a motion to approve salary increases for 3 staff and exempt status for 2 other employees.

MSP LeaAnn Rolla moved and Connie Holz seconded the motion to approve **salary increase for 3 staff and exempt status for 2 other employees beginning January 1, 2021.**

Convening Regular Meeting: At 11:30am, Chair Constance Euerle, closed the budget hearing portion of the meeting and moved on to the agenda for the Regular Meeting of the Lopez Library Board of Trustees.

51
52 Lopez Island Library Board of Trustees
53 Regular Meeting
54 November 18, 2020
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58 **Regular Board Meeting Call to Order:** Chair Constance Euerle called the November 18,
59 2020 of the Regular Meeting to order at 11:31am.
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61 **Members Present:** Constance Euerle, Connie Holz, Michael Moore, Mindy Richardson, and
62 LeaAnn Rolla.
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64 **Friends of the Library:** Barbara Orcutt was present.
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66 **Staff:** Claudia Rempel and Ingrid Vliet were also present.
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68 **Guest:** Robin Ross-Quentin
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71 **Agenda Approval:** The meeting agenda was reviewed. Constance Euerle called for a motion
72 to approve the revised agenda.
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74 **MSP** Michael Moore moved and LeaAnn Rolla seconded a motion to approve the
75 agenda as revised. Motion passed.
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77 **Friends of the Library:** Barbara Orcutt, Friends' President, gave a short report. Fons Wynen
78 is the new treasurer for the Friends. They are continuing to receive donations from their annual
79 fundraising campaign.
80

81 The minutes will show that the executive session began at 10:30am and ended at 12:50pm.
82 No decisions were made or actions taken.
83

84 **Vouchers and Payroll Approval:**
85

86 November Expenses:
87 Payroll: \$23,644.4, HCA: \$4,776.80
88 Vouchers: \$8,379.86
89

90 Chair Constance Euerle called for a motion to approve Vouchers and Payroll and November
91 2020.
92

93 **MSP** LeaAnn Rolla moved and Michael Moore seconded a motion to approve the
94 November 2020 Vouchers and Payroll. Motion passed.
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96 **Surplus:** 763 books, 2 library chairs
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98 Chair Constance Euerle called for a motion to approve surplus of 763 books and 2 library
99 chairs.

100 **MSP** LeaAnn Rolla moved and Michael Moore seconded a motion to approve all
101 Surplus items. Motion passed.

102
103 **Old Business:**

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105 **Facilities Update:** Chair Constance Euerle has been in touch with a company out of
106 Bellingham, Fly Guys Construction. She is waiting on a final bid for interior painting of the
107 library.

108
109 **Re-opening Guidelines Update:** Postponed until guidelines from WA state are revised.

110
111 **Holiday Closures:** signage and messages will be updated to inform patrons of Holiday
112 closures.

113
114 **New Business:**

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116 **Strategic Planning:** Chair Constance Euerle gave an update on strategic planning plans for
117 2021. Board members and staff will be participating in planning and revising areas of the
118 Library's strategic plan. This will include internal policy manuals.

119
120 **Executive Session:** The purpose of the Executive Session was to discuss personnel matters.
121
122 The minutes will show that the executive session began at 12:40pm and ended at 1:00pm. No
123 decisions were made or actions taken.

124
125 **Adjournment:** With no other business on the agenda, Constance Euerle called for a motion to
126 adjourn the meeting.

127
128
129 **MSP** LeaAnn Rolla moved and Mindy Richardson seconded the motion. Motion passed.

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131 The meeting adjourned at 1:02pm.

132

133 Respectfully submitted: _____
134 Board Secretary

135 Approved: _____
136 Board Chair