

Lopez Island Library Board of Trustees
Regular Meeting-Virtual Meeting
April 17, 2021

Approved as amended May 19, 2021

Regular Board Meeting Call to Order:

Chair Constance Euerle called the regular session of the April 17, 2021 meeting of the Lopez Library Board of Trustees to order at 11:55 am.

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

Staff: Staff member Claudia Rempel was also present.

Guests: Robin Ross was also present.

Agenda: The agenda for the April 17, 2021 was unanimously approved.

Friends of the Library Report: No Friends of the Library report was given.

Executive Session: Chairman Constance Euerle opened the executive session at 12:04. No actions were taken, no decisions were made. The executive session was closed at 12:57pm.

MSP: Connie Holz moved and Michael Moore seconded the motion to adopt points 1-3 of the Lopez Island Library Employee Covid-19 Vaccination Policy as written by Elizabeth MacIntyre, attorney.

Routine Matters:

- *Vouchers and payroll:* Claudia Rempel reported on vouchers and payroll expenses for March. Vouchers for expenses totaled \$17,884.86. Payroll totaled \$24,063.88.
MSP: Mindy Richardson moved and Connie Holz seconded a motion to approve the expenditures for payroll and vouchers. Motion passed.
- *Surplus:* 1257 items (mostly magazines plus older fiction and non-fiction items) were deleted in the month of March.
MSP: Michael Moore moved and Mindy Richardson seconded a motion to approve the surplus deletions. Motion passed
- *Financial Report:* Chair Constance Euerle is tracking expenses and income by month this year. Taxes are trickling in; the painting bill has not yet been submitted; the personnel budget retains a surplus.

Director's report: Claudia Rempel reported that the recent interior painting job made a great improvement on the ambiance of the library. Also Brian Auckland has been working on the human resources policy manual, in consultation with Claudia Rempel.

New Business:

• *Approval of purchase of new blinds:* The sunroom blinds all have illegal cords and the interior windows on the sunroom also are double accordion, necessitating replacement. Blinds at the front of the building have already been replaced. Also a custom curtain for privacy for the back staff room is requested. The total building budget for this year is \$37,000. The interior painting invoice will be about \$13,000 and the new blinds and curtain will total about \$5000.

MSP: Connie Holz moved and Mindy Richardson seconded a motion to approve the purchase of the new blinds and privacy curtain. Motion passed.

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

MSP: Connie Holz moved and Michael Moore seconded the motion to adjourn. Motion passed.

The meeting adjourned at 1:00 pm.

Next **Regular Meeting: May 19, 2021**

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Robin Ross

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Respectfully submitted:

Board Secretary

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Constance Euerle

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Approved:

Board Chair