

Lopez Island Library Board of Trustees
Regular Meeting - Virtual Meeting
October 20, 2021

Approved as amended November 17, 2021

Regular Board Meeting Call to Order: Chair Constance Euerle called the regular session of the October 20, 2021, meeting of the Lopez Library Board of Trustees to order at 10:05 am. The meeting was via zoom.

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

Staff Present: Interim Director Claudia Rempel and staff member Malia Sanford were present.

Guests Present: Robin Ross was also present.

Agenda: The agenda for October 20, 2021, was accepted, with the modification that no Friends of the Library Report would be available due to Barbara Orcutt's absence.

Prior Month's Minutes Approval:

MSP: LeeAnn Rolla moved, and Mindy Richardson seconded the motion to approve the minutes for September 15, 2021, after corrections to which members were present. The minutes were unanimously approved.

Routine Matters:

• *Vouchers and payroll:* Vouchers of \$7,997.15 (Sep 28) and \$2,484.09 (Oct 5) and personnel expenses of \$31,320.47 for September (payroll (\$21,465.05) and benefits (\$9,855.42)) were submitted.

MSP: The motion was made and seconded to approve vouchers and payroll expenses. Motion passed.

• A total of 565 items were deemed surplus in July.

• *Financial Report:* Chair Constance Euerle reported that October is the month with a lot of tax revenue being deposited. The reserves have been set up by San Juan County. Given current delays in scheduling, the LILD needs to get placed on the schedule for the flooring contractor to fix the floor as one enters the library even if the timing is over a year out.

Director's report: Interim Director Claudia Rempel reported that library staff is concentrating on activities inside the library now that summer is over. Reading (4102 items in circulation) and purchasing (378 items purchased) numbers have increased, although the number of visitors has dropped with the departure of summer visitors. Multiple programs continued: 4 book clubs, including the Spanish Speakers Book Club, 3 story times, and Outdoor Discovery. The Seattle Arts and Lectures program had popular programs with both Billie Jean King and Anthony Doerr in September. New volunteers are being trained (particularly in shelving) and scheduled for 2 hr. times. Not

all potential volunteers desire to continue with the revised protocols. New fall library hours began Oct 4, based on times of high and extremely low usage observed by staff. Grab 'n Go was re-introduced for Mon. On Fri and Sat the library closes at 2 pm, and on Tues does not close until 6 pm. The new hours appear to be working for patrons and staff. LILD received a grant of about \$6600 from The America Recovers Plan Act; the money will be used for computers, iPad, and software management. CIPA compliance will cost less than anticipated because LILD does not track individuals; software filters should be put in place by the end of October by 'Securely.'

Discussion occurred about the need for staff to receive de-escalation training when encountering difficult patrons. A recent incident reinforced the need, and the logistics of scheduling training will be explored.

New Business: Programs and LIFRC after school childcare program.

Malia Sanford reported on various ongoing programs. Rosie Summer is now equipped for rain for story hour on Wed and reading to children continues at the Children's Center and will begin shortly for Morning Star preschool. After a learning curve with the link, the Seattle Arts and Lectures series is going well. The local author series begins Oct 21 with Gene Helfman and 'Beyond the Human Realm'. Malia Sanford and Connie Holz met with the new school superintendent to explore a partnership with the school. The superintendent expected to explore some details and promised a rapid reaction due to budget timing.

The afterschool program with LIFRC will be supported with \$40,000 that was recently offered by San Juan County. LIFRC is taking the lead on the organization and registering participants on their web site. Malia Sanford will stay connected, expecting the LILD will provide literary resources.

Old Business:

Library Director Search Update: The director position is advertised on two sites and will be posted on Indeed. One application has already been received. Evaluations of applications will be ongoing, and interviews will be conducted the week of Nov 8.

Budget update: The budget needs to go to San Juan County by Nov 30. Discussions about details are ongoing with Chair Constance Euerle, Interim Director Claudia Rempel, and library staff.

Executive Session: Chairman Constance Euerle opened the executive session at 11:18 am. Personnel issues were discussed. No motions or decisions were made. The executive session was closed at 12:28 am.

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

MSP: Connie Holz moved, and Mindy Richardson seconded the motion to adjourn. Motion passed. The meeting adjourned at 12:31 pm.

Next **check-in** Meeting if necessary: **November 3, 2021**

Next **Regular** Meeting: **November 17, 2021**

DocuSigned by:

Robin Ross

Respectfully submitted:

DocuSigned by: A6270374425E4AE

Board Secretary

Approved:

Constane Emerle

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Board Chair