

**Library Board of Trustees
Regular Meeting (Hybrid Meeting)
February 20, 2024
Approved as amended March 19, 2024**

Members Present: Trustees Connie Holz, Shari Lane via Zoom
Robin Ross, Constance Euerle, in person. Phyllis M. Potter (excused)

Staff Present: Darren Hoerner

Guests Present: none.

Call to Order: Chair Robin Ross began the meeting at 12:10pm (Zoom issues delayed start).

Chair Robin Ross added agenda item: Financial Sustainability Subcommittee report.

Agenda: Constance Euerle moved; Shari Lane seconded. Agenda approved as amended.

Friends of the Library Report:

- New members
- Bylaws under review
- New and dynamic fundraising committee, goal of exceeding last year's income by 10% (about \$103,000 total raised last year)
- Motion passed to fund Facilities Assessment
- Considering more musical fundraisers, finding venue is difficult.
- Considering signage for Ferry Landing books
- Need more volunteers.
- Got approved to be part of Give Lopez this year.

Prior Month's Minutes Approval: January 16, 2024, Regular Meeting.
February 6, 2024, Special Meeting.

1/16/2024 meeting minutes: **MSP** Constance Euerle moved, Shari Lane seconded, approved.

2/6/2024 meeting minutes: **MSP** Constance Euerle moved, Shari Lane seconded, approved.

Routine Matters

- Vouchers: 1/08/2024 \$1,330.94; 1/29/2024 \$6,443.70
- Payroll and Benefits: 01/25/24 – salary/hourly \$31,991.28; benefits \$19,110.44
- Surplus: 516

MSP: Constance Euerle moved, Connie Holz seconded approval of Voucher, Payroll and Benefit expenses and the surplus count. Motions passed unanimously.

- Financial Report:
 - Operating cash balance \$108,335.46
 - Review of 2023 budget – discussion

Vouchers: Note on vouchers accidentally paid twice for propane (county has system that is supposed to prevent that), will be getting refund.

2023 and 2024 Budget discussion:

Operating cash balance should be enough to get us through until we start receiving property tax revenues.

Year-end budget review:

- Looks like about \$33,000 short/over budget, but reality is that the budget balanced. Explanation:
 - Friends' reimbursement not accounted for
 - Fire alarm not in budget – it is a capital expense – but we had enough funds to pay for it out of the budget.
 - Significant unspent funds on payroll
 - The state has not yet billed us for internet access for 2023.

Staff Presentation (12:30) - Arts programming in 2024 (Nikyta)

Integrated with Library Strategic priorities.

Something that came out of community outreach was the feeling of being divided, people want a safe space, fun, opportunities to come together.

Focus on multi-solutions (single solution covering multiple issues).

Art Walk – 1st Saturday, supports local businesses and artists, a regular meeting space to just come together and enjoy art and each other. Getting better

attendance all the time. Collaboration between Library, Chimera, Skarpari, Museum, Old Hand.

Also, Fresh A.I.R. (Artists in Residence) – artists must focus on one of the library's strategic directions. Multimedia (writing, visual arts, music, dance, textiles...) lots of great applicants, have a different theme for every month.

Director's Report

- Public Libraries of Washington Conference (last week)
- Legislative update

No new legislative funding this year, next year's legislative session should make library funding a fresh issue. There will be discussion of reforming the way libraries are dissolved, 25% of a district's voters must sign petition (higher than before but still inadequate to protect libraries, in the opinion of many).

- LCIP - process (Library Capital Improvement Program)

Checklist type process straightforward. Points for: historic property; situated in distressed county; rural (we only get points for being rural). As of this meeting there is still \$10M available. Darren has discovered no splitting of proposals – grant looks at full proposal, will not approve part and reject part. Reimbursement-based grant.

Library, School (Brady), and LIFRC collaborating in monthly meetings, Darren would like Board representation to expand scope of collaboration. Maybe schedule exploratory discussion for April – to be on agenda for next board meeting (to schedule meeting)

Old Business

- FCA contract final

Now have a contract provided by Meng, no significant changes but did incorporate ADA compliance issues. Need final approval.

MSP Shari Lane Moved, Constance Euerle seconded, Meng's FCA contract approved.

- LibTech contract – for internet

2/29/2024 will assess what other needs we have (new routers, infrastructure, etc.). At that time will sign up with LibTech but will not be as significant savings as we originally hoped, as we will need to pay for new equipment.

MSP-Constance Euerle moved, Connie Holz seconded, LibTech approved.

Financial Sustainability Subcommittee report:

The committee met yesterday and agreed this year is not the year for a Levy Lift (3 other organizations are working on theirs, plus presidential election year).

Action items:

1. Figure out Levy Lift – how, when, talk to John Kulseth (tax assessor) about what is a realistic expectation for tax revenues under the current system, and in the future.
2. Seattle Foundation – characterizes us as nonprofit, need to figure out how to get that corrected.
3. Talk to Marilyn Berger to get documents from the last Levy Lift to understand process.

Other organizations may also be planning for next year. We should signal our plan. We do not want to all be asking at the same time.

Prevailing wisdom we have heard is every 4-6 years. There is a real need to expand our financial base, so we cannot put this off too much longer.

New Business

- Sam Bernardi's departure

Last day tomorrow, 11:30 – 1:30 farewell party

Distributing his core work to other team members. May not rehire right away, will talk to team about what is needed.

Question: If we hire another person to work at the front desk, still within the existing payroll budget, is that a new position requiring Board approval?

Recommendation: Director just needs to let us know, if it still fits within the budget and current staff structure

- Policy for meeting room use

Claudia and Darren will be on the subcommittee – will draft policy, bring it to the board. Need to address timing, frequency, how far in advance a room can be booked.

Executive session:

Executive Session from 1:45-1:59pm to discuss a complaint (legal/staff performance. No decisions were made; no actions were taken.

Motion to authorize Darren to speak to complainant and resolve issue.

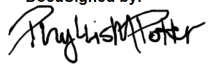
MSP Robin Ross moved, Shari Lane seconded, approved.

Adjournment at 2:10 pm


MSP Shari Lane moved, Constance Euerle seconded, approved.

Next **Regular** Meeting: March 19, 2024 (Third Tuesday of the month, noon to 2pm)

Respectfully submitted:
Board Secretary

DocuSigned by:

95F90B3AEC21438...

Approved:
Board Chair

DocuSigned by:

A6270374425F4AE...