

Library Board of Trustees  
Regular Meeting (Hybrid)  
April 16, 2024  
Approved May 21, 2024

**Members Present:** Trustees Connie Holz via Zoom  
Constance Euerle, Phyllis M Potter, Robin Ross, and Shari Lane in person. As Phyllis was late, Shari Lane took the minutes.

**Staff Present:** Darren Hoerner

**Call to Order:** Chair Robin Ross called the regular meeting of the Lopez Library Board of Trustees to order at 12:10 pm.

**Approval of the Agenda**

**MSP:** Constance Euerle moved, Shari Lane seconded, approved unanimously.

**Friends of the Library Report**

They are updating their Bylaws. They are hoping to be able to meet recently approved obligations plus ongoing programs, though they will need to remain flexible.

**Prior Month's Minutes Approval**

**MSP:** Constance Euerle moved, Connie Holz seconded approval of the minutes from the March 19, 2024, regular meeting. Motion passed unanimously.

**Routine Matters**

- Vouchers: 03/04/24 \$7,737.71; 3/18/24 \$7,989.48
- Payroll and Benefits: 03/25/24 – salary/hourly \$27,755.36; benefits \$17,266.76
- Surplus: 274

**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 \$ 102, 842.70

Note that benefits amount represents an amount covering both employer contributions AND employee contributions, so it does not match the amount on the budget (which only counts amount paid by the library)

## Director's Report

- Update on new state law (RCW 9.41.300: Weapons prohibited in certain places)
  - Existing law was updated to include public libraries where open carry weapons are prohibited. Signage will be required – implementation due by 6/1/2024.
  - Friends have provided support for two potential grants (Thrift Store & Library Capital Improvement Program)
    - 17 Apr meeting - Friends' Funding committee and Trustee Subcommittee on Sustainability – Darren will share Meng Analysis, grant, roof bid, to give context to the ask. The deadline is Thursday 4/18 to give to the Give Lopez campaign to explain the project.
  - Children's book grant received from Pilcrow Foundation.
  - The State of Washington Tourism grant was not submitted due to difficulty obtaining required federal documents before the grant deadline. Will try again next year.

## Incidents:

- The Sheriff arrested someone in the library, no advance warning or explanation, but no disruption.
- Employee injury at the Unicorn Parade, workers comp claim in process
- Several concerned community members have reached out to the library regarding flyers on the community bulletin board and artwork on exhibit. The content has to do with the Palestinian/Israeli situation. Darren has met with people on both sides of the issue and explained the role of the library in adhering to First Amendment requirements and that the library does not promote or take a stance on either side of the issue.

## Old Business

- Meng analysis of priorities
  - Newest includes the most current bid for roof and windows, also includes 27% island cost of doing business.
  - Darren will send their priority list. Top items: roofing, windows, water heater, test for hazardous materials in the attic.

- Levy lid lift check-in

Last time the library did one was in 2019.

Darren met with John Kulseth, the County Assessor, to understand when other taxing districts go to the voters and where the library's levy is currently.

Currently, the library is at: .30/\$1,000 value. The amount per \$1,000 assessed decreased over the years since it was set at .48/\$1000.

## **New Business**

- Auditing officer in Director's absence

Constance agreed to continue.

- COVID vaccine mandate status

Once public health emergency was rescinded, we have some potential liability if we continue to have a vaccine mandate. (ADA liability for immunocompromised), if we have it, we must pay for staff time and cover costs of getting vaccine. Currently no system for monitoring who is and who is not vaccinated.

No other vaccinations required of staff, though we do have protocols for what staff should do if they know they have been exposed.

“Due to the lifting of federal and state mandates to require Covid vaccinations for public employees the Lopez Library District is rescinding its Covid vaccine mandate.”

**MSP:** Robin moved, Phyllis seconded, all voted aye except Constance abstained.

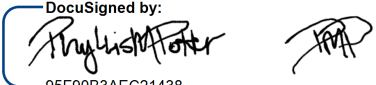

## **New policy:**

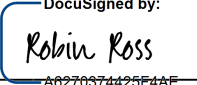
Out of respect and concern for our community, we recommend that all staff, interns, and volunteers follow all public agency health recommendations, including but not limited to annual Covid, influenza, and RSV vaccinations. Where federal and state recommendations differ, we recommend following the more protective recommendations.

**MSP:** Robin Ross moved, Phyllis M Potter seconded approval that the library continues to require that staff follow all established protocols regarding isolation to protect staff and the members of the public we serve. Approved unanimously.

**Adjournment:** With no further business on the agenda, Robin Ross moved, and Shari Lane seconded a motion to adjourn. Motion unanimously passed at 2:04pm

Next Regular Meeting: May 21, 2024 (Third Tuesday of the month, noon to 2pm)

Respectfully submitted:    
Board Secretary

Approved:   
Board Chair