

**Library Board of Trustees**  
**Special Meeting**  
(in person in Community Room & Zoom)  
September 3, 2024  
**Approved September 18, 2024**

**Present:** Connie Holz, Constance Euerle, Robin Ross, Phyllis M Potter, and Shari Lane (via Zoom).

Also Present through New Business: Darren Hoerner

**Call to Order:** Chair Robin Ross called this special meeting of the Lopez Library Board of Trustees to order at 12:04pm

**Approval of the Agenda** (as amended to include adding time for Darren to Speak about the Lodging Tax under New Business.

**MSP:** Phyllis M Potter moved; Constance Euerle seconded. Motion passed unanimously.

### **New Business**

- Capital Campaign for Lopez Island Library – Amount and Timing: The Financial Sustainability Committee met and agreed that a 5 Year/\$2-million-dollar Capital Campaign was the most realistic target. Unofficially the Campaign is being referred to as “Little Red” at this point.

**Lodging Tax:** The Lodging Tax Advisory Group has opened the application process for this year’s grants, with an October 4<sup>th</sup> deadline. As these monies are intended to make the islands more appealing to tourists, we are all agreed that the library’s programming is a good fit for one of these grants and that Darren should mention a draft of his request to our regular September meeting for approval.

### **Old Business**

- *Executive session: Evaluate trustee applicants, 12:20-1255:* No decisions were made; no action taken.

**MSP:** After some discussion Phyllis M Potter moved, Robin Ross seconded, that our first choice applicant be nominated to the County Council with her term to begin at our October 15, 2024 regular meeting, and our second choice applicant to be nominated to the County Council to begin at our January 21, 2025 regular meeting. Motion passed unanimously.

- Trustee Manual – revision: Following much discussion about and editing of the draft brought by the Trustee Manual subcommittee, the Board feels close to being ready to approve the full Manual. In the meantime, however, we feel the Code of Ethics is ready.

**MSP:** Phyllis M Potter moved; Connie Holz seconded approval of the newly written Code of Ethics be adopted by the Lopez Library Board of Trustees effective September 3, 2024. Motion passed unanimously.

**Adjournment:** With no further business on the agenda, Phyllis M Potter moved, Connie Holz seconded a motion to adjourn. Motion unanimously passed at 2:45pm

Next **Regular** Meeting: Sep 17, 2024 (Third Tuesday of the month, noon to 2pm)

Respectfully submitted:   
Board Secretary

Approved:   
Board Chair