

Library Board of Trustees
Regular Meeting
October 21, 2025
Approved November 18, 2025

Members Present: Robin Ross, Ann Grech, Phyllis M Potter, and Shari Lane. Thomas Vinje on Zoom

Staff Present: Darren Hoerner, Director

Call to Order: Chair Robin Ross called the regular meeting of the Lopez Library Board of Trustees to order at 12:08 p.m.

Public Comment: None

Approval of the Agenda

MSP: Ann Grech moved, Phyllis M Potter seconded approval of the agenda as submitted. The motion passed unanimously.

Friends of the Lopez Library Report

Friends' Chair Karen Eames reported The Friends are planning their "Sweet Thank You" event. They have been figuring out which donated monies are to be allocated to Project Little Red and which to their general operating fund.

Prior Month's Minutes Approval

MSP: Shari Lane moved, Robin Ross seconded the approval of the July 15, 2025, minutes as corrected. The motion passed unanimously.

Routine Matters

- Vouchers: 9/13/25 \$6,119.90
- Payroll and Benefits: Total Personnel Expenses 08/31/25 \$\$20,524; 09/15/25 \$19,974.
- Surplus: 181

MSP: Ann Grech moved, Phyllis M Potter seconded, the approval of the above. The motion passed unanimously.

Financial Reports

- Financial report
 - 1) Operating cash balance: \$116,712.46(SJC Treas) & \$39,485.35 (Banner Bank acct 4078)
 - 2) Revenue: property tax (\$10,107.67; ytd \$436,854.03) & other (\$293.51; ytd \$56,466.62).

Director's Report

- approval for new proposal (Max and Victoria Dreyfus Foundation)

MSP: Phyllis M Potter moved, Thomas Vinje seconded approving Darren to pursue a new grant from the Max and Victoria Dreyfuss Foundation. The motion passed unanimously.

- Federal and state funding update: Darren attended the Public Library Directors' Retreat. The position for Tribal and Rural Libraries Consultant was filled, funding for IMLS has been included in both federal budget bills but not yet passed. We are still waiting to hear on the T Mobile Grant and the 2026 LTAC grant.

- State Legislative preview: 2026 will be a short legislative session and will mostly consist of legislative "tweaks" to the budget.

Old Business

- Levy lift update (close out account; cost to put resolution on ballot): It cost \$20,436 for the county to put our resolution on the ballot.

MSP: Shari Lane moved and Robin Ross seconded approval of the motion to pay for the cost to put the levy lid lift resolution on the August ballot from the Capitol Improvement fund.

- Trustee records: what, how & where, protocol for transfer (update on cost): After much research, Ann has determined that BOX would be the best way to go for storing Trustee records. The cost would be \$540/year, for 3 users. We agreed that those users should be Darren, the Chair and Vice Chair. The Administrator "owns" the account.

- MOU shared resources

MSP: Phyllis M Potter moved and Robin Ross seconded approval of a Memorandum of Understanding between the Lopez Island Library District, Orcas Island Library District and the San Juan Island Library District that all three districts believe it is in their mutual interests to participate in saving costs through joint subscriptions to select databases and other services. Motion passed unanimously.

New Business:

- Annual code of ethics forms: reminder for all to sign and return their annual code of ethics form, as well as make sure you are up to date on the Open Public Meetings Act Training.
- Subcommittee reports: Each of the subcommittees has met at least once and are diligently working on various policies.
- 2026 draft budget: Initial discussion was had concerning the 2026 draft budget.

Executive session: 2:00—2:19, Director's compensation

Next **Regular** Meeting: November 18, 2025 (Third Tues of the month, noon to 2pm)

Next **Special** Meeting November 4, 2025, at 2pm

Adjournment

With no further business on the agenda, Ann Grech moved, Phyllis M Potter seconded, a motion to adjourn. Motion unanimously passed at 2:31 p.m.

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Respectfully submitted:

Board Secretary

Signed by:

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Approved:

Board Chair