

Library Board of Trustees
Regular Meeting
January 20, 2026
Approved February 24, 2026

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

Staff Present: Darren Hoerner, Director

Guest: Karen Eames, Friends of the Library

Call to Order: Chair Ann Grech called the regular meeting of the Lopez Library Board of Trustees to order at 12:02 p.m.

Public Comment: None

Approval of the Agenda

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

Friends of the Lopez Library Report

Chair Karen Eames reported that “Thank You” notes had been sent out to donors. The Friends have been discussing the demands on volunteers, especially in positions like that of the Treasurer. They are considering hiring a part-time person to help with data entry and other tasks.

Prior Month’s Minutes Approval

MSP: Robin Ross moved, Ann Grech seconded the approval of December 16, 2025, Regular Meeting and January 6, 2026, Special Meeting minutes, as submitted. The motion passed unanimously.

Routine Matters

- Vouchers:
 - 12/16/25 - \$12,024.83
 - 12/22/15 - \$3,356.81

- Payroll and Benefits:
 - 11/30/25 - Salary - \$13,987 -Total Personnel Expenses - \$19,309
 - 12/15/25 - Salary - \$14,851 -Total Personnel Expenses - \$20,262
- Surplus: 117

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

Treasurer's Report

- 1) Operating cash balance:
\$199,817.75 (SJC Treas) & \$61,221.76 (Banner Bank acct 4078)
- 2) Revenue: property tax & other:
(\$12,026.25; year to date \$680,276.00) & other (\$258.35 miscellaneous revenue & \$8,898 (Friends); year to date \$85,854.66).
Fund 6337-Capital Improvement (Note \$20,000 removed to Fund 6331-Operating for levy lid lift cost.

Director's Report: Darren has been conducting interviews for 2026 Artists in Residence. He and Claudia have also started interviewing candidates for the Community Alchemist position and are thrilled with the quality of the applicants.

Old Business

- Levy lift update: The "Vote Yes for the Lopez Island Library" Committee (an independent committee from the library) received the final findings of the PDC (Public Disclosure Commission). It was determined the committee had not adequately identified the Levy Committee address or the primary sponsors, among other minor transgressions. All final reports have been submitted to the PDC and all relevant accounts have closed out.
- Communication with County Commissioner: Shari Lane and Thomas Vinje reported that the main work is done, but the letter still requires the insertion of specific facts and a proper timeline. Darren and Claudia will review and assist.
- Review of Operational and Services Policies: Several policies reviewed. Only one Library Services policy and HR policies remain to be reviewed.

New Business

- Capital Improvement Subcommittee: Darren presented four candidates for Board approval.

MSP: Phyllis M Potter moved, Thomas Vinje seconded a motion to approve Ann Grech, Bill Hamlin, Scott Hatch, and Pamela Stewart as members of the Capital Improvements subcommittee. The motion passed unanimously.

- 2026 Holiday Calendar: A correction was made on the calendar replacing June 19, 2026, for June 15, 2026, in recognition of Juneteenth.
- Grant Application to the Cultural Access Program: Darren requested permission to apply for a new grant from San Juan County. Funded by sales tax, this grant funds cultural programming up to \$25K. While Darren is not certain we qualify (as a Junior Taxing District), we might be able to apply through the Friends of the Library.

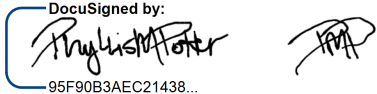
MSP: Robin Ross moved, Phyllis M Potter seconded approval for Darren to apply for the Cultural Access Program grant form San Juan County. The motion passed unanimously.

- Darren also asked permission to apply again for the state's Library Capital Improvement Program Grant for the period 2027-2029.

MSP: Phyllis M Potter moved, Thomas Vinje seconded approval for Darren to apply for Washington State's Library Capital Improvement Program grant for the period 2027- 2029. The motion passed unanimously.

Adjournment

With no further business on the agenda, Ann Grech moved, Phyllis M Potter seconded, a motion to adjourn. Motion unanimously passed at 1:23 p.m.

Respectfully submitted: 
Board Secretary

Approved: 
Board Chair