

SNO-ISLE LIBRARIES

Board of Trustees

Meeting Minutes
Monday, March 25, 2019
Camano Island Library

CALL TO ORDER

Trustee Munguia called the meeting to order at 5:00 p.m.

ROLL CALL

Members Present: Marti Anamosa, Martin Munguia, Rose Olson, Paul Ryan, Kelli Smith, and Rico Tessandore.

Members Present via teleconference: Susan Kostick.

Staff Present: Lia Belcher, David Durante, Jack Schumacher, Gary Sitzman, and Lois Langer Thompson.

INTRODUCTION AND RECOGNITION OF GUESTS

There were no guests.

APPROVAL OF AGENDA

Rose Olson moved to approve the agenda as presented. Marti Anamosa seconded the motion. The Board unanimously approved the motion.

CONSENT AGENDA ITEMS

Marti Anamosa moved to approve the Consent Agenda:

- Approval of minutes of February 25, 2019 Regular Meeting, and;
- Approval of January 2019 Sno-Isle payroll, benefits, and vouchers.

Direct Deposits and Employee Deductions	\$2,093,261.11
Vendor Checks 65392, 65433, 65558 and 65575 through 65585 plus Electronic Fund Transfers	\$691,671.87
Total Payroll and Benefits	\$2,784,932.98
Accounts Payable Checks 65371 through 65585 less checks listed above, plus Electronic Transfers	\$848,699.58
Total Payroll, Benefits and Accounts Payable	\$3,633,632.56

Rose Olson seconded the motion. The Board unanimously approved the motion.

PUBLIC COMMENT

There was no public comment.

COMMUNICATIONS TO THE BOARD

There were no communications to the Board.

EXECUTIVE DIRECTOR'S REPORT

Community meetings and events

Executive Director Thompson reported on her attendance at the following meetings and events:

Board of Trustees

Marti Anamosa • Susan Kostick (Vice President) • Martin Munguia (President)
Rose Olson • Paul Ryan • Kelli Smith (Secretary) • Rico Tessandore

Executive Director

Lois Langer Thompson



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- A meeting with Lake Stevens Mayor, John Spencer and Trustee Martin Munguia regarding the Lake Stevens Library.
- The 2018 Employee Recognition Event held on Thursday, March 14, at the Rosehill Community Center. Board members Susan Kostick and Martin Munguia also attended the event.
- The Board and Friends Forum held on Saturday, March 9, at the Everett Public Schools Community Resource Center.
- The Foundation Board Meeting held on Tuesday, March 12, at the Darrington Library.

Executive Director Thompson informed the Board of an upcoming meeting for the Snohomish County School Superintendents. The meeting will be held on Friday, May 24, at the Edmonds School District office.

David Durante, Manager of Community Libraries, provided the following information regarding the Mariner Community Campus:

- A meeting held on Friday, March 22. Katya Matanovič, Pomegranate Center CEO, and Christine Stansfield, Volunteer & Community Engagement Coordinator, presented information regarding the Mariner community assessment.
- Two community events scheduled for Saturday, April 13, and Saturday, May 11, at the Mariner High School gymnasium.

Library updates and collaborations

Executive Director Thompson provided updates for the following:

- HR hiring updates for March and April.
- The progress of 2019 staff meetings. 16 meetings have been held to date with an additional 19 meetings scheduled through June 2019.

Executive Director Thompson notified the Board of upcoming draft policy updates. The draft updates will be presented at the April 22 board meeting.

Other Updates

Executive Director Thompson reported on a recent customer inquiry regarding the 2019 levy impact. Gary Sitzman, Administrative Services Director, and Jim Hills, Public Information Manager, responded to the customer's inquiry. The customer thanked staff for the information and stated their satisfaction with the response.

Trustee Munguia welcomed new Board of Trustees member, Paul Ryan. Trustee Ryan thanked the Board for the opportunity.

UNFINISHED BUSINESS

Sno-Isle Libraries Foundation Update (Discussion item)

Trustee Kostick reported that the March Foundation Board meeting was held at the Darrington Library.

Trustee Kostick communicated that the Foundation Board is looking forward to the upcoming Board to Board event. The Board held a brainstorming session in preparation for the Board to Board meeting. The special meeting will be held on Tuesday, April 2, at Lombardi's Italian Restaurant. The special meeting is open to the public.

Trustee Kostick reminded the Board of upcoming dates for the Trudy Sundberg Lecture Series:

- Friday, May 3, at the Whidbey Center for the Arts.
- Saturday, May 4, at the Coupeville High School Performing Arts Center.

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Board and Friend Forum (Discussion item)

Executive Director Thompson highlighted a summary, located in the board packet, of attendee feedback from this year's forum. The Board commented on the success of the event.

Board Retreat (Discussion item)

Trustee Smith provided an update regarding the Board Retreat agenda as drafted by the Board Development/Administration Committee. The retreat will be at the Tulalip Resort, June 1, 2019.

2019 Work Plan (Discussion item)

Dashboard focus area – Business continuity

Gary Sitzman provided an update regarding the business continuity plan.

Authorization for Capital Asset Disposal (Action item)

Trustee Anamosa moved the Sno-Isle Libraries Board of Trustees declare the Azuradisc Advantage Disc Cleaning Machine to be surplus and authorize the disposal of this equipment in a commercially reasonable manner that effectively balances monetary return to the Library District with the amount of staff time and effort necessary to achieve the equipment disposal. Trustee Tessandore seconded the motion. The Board unanimously approved the motion.

ANNOUNCEMENTS AND COMMENTS

President Munguia shared a community member's suggestion on increasing family friendly resources, such as drive-by book drops.

EXECUTIVE SESSION

Trustee Munguia announced the Board would go into executive session at 6:45 p.m. for approximately 30 minutes to discuss Executive Director Thompson's three month evaluation, pursuant to RCW42.30.110(1)(g): performance of a public employee.

The executive session ended at 7:19 p.m.

ADJOURNMENT

The meeting adjourned at 7:20 p.m.

NEXT MEETING

The next regular Board meeting will be held on, Monday, April 22, 2019 at 5:00 p.m., at the Freeland Library, 5495 Harbor Ave., Freeland, WA 98249.

President

Secretary