

SNO-ISLE LIBRARIES

Board of Trustees

Meeting Minutes

Monday, February 24, 2020

Sno-Isle Libraries Administrative Center

CALL TO ORDER

Vice President Susan Kostick called the meeting to order at 5:00 p.m.

ROLL CALL

Members Present: Marti Anamosa, Susan Kostick, Rose Olson, Paul Ryan, and Kelli Smith.

Members Present via Teleconference: Rico Tessandore.

Staff Present: Barbara Adams, Lia Escudero Belcher, David Durante, Joy Feldman, Lindsay Hanson, Ken Harvey, Susan Hempstead, Alisha Hendren, Jim Hills, Meredith Kraft, Tom Kreinbring, Tricia Lee, Rebecca Loney, Leslie Moore, Chy Ross, Jack Schumacher, Jennifer Sullivan, Gary Sitzman, and Shanda Zimmerman.

INTRODUCTION AND RECOGNITION OF GUESTS

There were no guests.

APPROVAL OF AGENDA

Trustee Anamosa moved the Sno-Isle Libraries approve the agenda as presented. Trustee Olson seconded the motion. The Board unanimously approved the motion.

CONSENT AGENDA ITEMS

Secretary Smith moved to approve the Consent Agenda as amended.

- a) Approval of the January 6, 2020 regular meeting and February 1, 2020 special meeting minutes.
- b) Approval of December 2019 and January 2020 Sno-Isle Payroll, Benefits, and Vouchers.

December 2019

Direct Deposits and Employee Deductions	\$2,203,563.53
Vendor Checks 68349, through 68359 plus Electronic Fund Transfers	\$703,881.42
Total Payroll and Benefits	\$2,907,444.95
Accounts Payable Checks 68075 through 68524 less checks listed above, plus Electronic Transfers	\$1,846,986.28
Total Payroll, Benefits and Accounts Payable	\$4,754,431.23

January 2020

Direct Deposits and Employee Deductions	\$2,276,816.66
Vendor Checks 68661 and 68701 through 68710 plus Electronic Fund Transfers	\$795,388.26
Total Payroll and Benefits	\$3,072,204.92
Accounts Payable Checks 68525 through 68710 less checks listed above, plus Electronic Transfers	\$804,928.84
Total Payroll, Benefits and Accounts Payable	\$3,877,133.76

Trustee Ryan seconded the motion. The Board unanimously approved the motion.

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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PUBLIC COMMENT

There was no public comment.

COMMUNICATIONS TO THE BOARD

There were no communications to the Board.

SNO-ISLE LIBRARIES/COMMUNITY HIGHLIGHT

Youth Services

Lead Librarian - Early Literacy Joy Feldman, District Manager Leslie Moore, and Lead Librarian - Student Success Jennifer Sullivan presented on youth services programs available to Sno-Isle Libraries customers including:

- STARS for early childhood educators.
- The Third Grade Reading Challenge.
- STEM programming available throughout the library system.
- Student library accounts.

EXECUTIVE DIRECTOR'S REPORT

Meetings with elected officials and stakeholders

Director of Public Services David Durante reported on Executive Director Lois Langer Thompson's attendance at the following meetings with elected officials and stakeholders:

- Josh O'Connor and Jon Bauer, Daily Herald.
- Mary Dickinson, Lake Stevens City Council Member.
- Megan Dunn, Snohomish City Council Member.
- Seattle Seahawks Community Partnerships.
- Susan Benton, Urban Library Council Executive Director.
- Washington Legislative Day, Olympia.

Community events and board meetings

Director of Public Services Durante reported on Executive Director Thompson's attendance at the following community events and Board meetings:

- Clinton Friends of the Library.
- Lake Stevens Friends of the Library.
- Lake Stevens Library Board meeting.

Library updates and collaborations

Director of Public Services Durante reported on the following library updates and collaborations:

- Legislative Day update
 - WA Library Legislative Day was held on February 5 at the state capitol.
 - The day is an opportunity to share the importance and impact of libraries with local elected officials.
 - Nine staff members and three trustees represented Sno-Isle Libraries at 57 meetings with elected officials.

Trustee Ryan and Trustee Anamosa expressed gratitude to Strategic Relations Assistant Director Susan Hempstead for coordinating the day for both the staff and trustees who attended.

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- Leadership Team updates
 - HR updates were provided regarding retirement announcements within the Leadership Team.
- Strategic goal support and leadership
 - Director of Public Services Durante will also oversee the Facilities Department.
 - District Manager Chy Ross has accepted the temporary position of Assistant Director of Capital Planning.
 - Assistant Director of Public Services Tricia Lee is now the Assistant Director of Equity, Diversity, and Inclusion.
 - District Manager Judy Sasges is now the Senior District Manager for Public Services.
 - Both Chy and Judy will join the Senior Team.
- 2020 Trustee plan and committee assignments
 - Director of Public Services Durante provided an update on Board work plan and committee assignments.
- Budget update

Administrative Services Director Gary Sitzman provided an update on the following 2020 operating budget topics:

 - Budget carry-over.
 - 2020 Budget Allocation.

Strategic Partnership Investment discussion

Administrative Services Director Sitzman and Assistant Director of Strategic Relations Hempstead presented on the proposed Strategic Partnership Investment policy presented to the Board for discussion. Staff will revise the policy based on input for presentation at the next board meeting.

UNFINISHED BUSINESS/COMMITTEE AND FOUNDATION REPRESENTATIVE REPORTS

Proposed 2020 Board meeting schedule

Trustee Tessandore moved the Sno-Isle Libraries Board of Trustees adopt the 2020 Board meeting schedule as presented. Trustee Anamosa seconded the motion. The Board unanimously approved the motion.

Board of Trustees policies – Site Selection and Acquisition

Secretary Smith moved the Sno-Isle Libraries Board of Trustees approve the Site Selection and Acquisition Policy as presented. Trustee Tessandore seconded the motion. The Board unanimously approved the motion.

Foundation Board

Trustee Olson provided an update on the Sno-Isle Libraries Foundation Board. The Foundation Board will adopt a monthly meeting schedule and will hold meetings at the Service Center as well as various community libraries.

NEW BUSINESS

Trustee Award

Trustee Ryan moved the Sno-Isle Libraries Board of Trustees select Candidate A as the recipient of the 2019 Library Trustees' Award. Trustee Anamosa seconded the motion. The Board unanimously approved the motion.

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ANNOUNCEMENTS AND COMMENTS

Trustee Ryan announced his reappointment confirmation by Island County Council.

EXECUTIVE SESSION AND ADJORNMENT

There was no executive session.

ADJORNMENT

The meeting adjourned at 6:24 p.m.

NEXT MEETING

The next regular Board meeting will be held on Monday, March 23, 2020 at 5:00 p.m. at the Marysville Library, 6120 Grove St, Marysville, WA 98270.

DocuSigned by:

Susan Kostick

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Vice President

DocuSigned by:

Kelli Smith

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Secretary