

## **SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES**

Hybrid & via Zoom, San Juan Island Library  
(access information provided at [www.sjlib.org](http://www.sjlib.org))

July 9<sup>th</sup>, 2024

**1) Call to Order:** President Boyd Pratt called the meeting to order at 3:02 pm.

**Members Present:** Boyd Pratt, Karen Vedder, Barbara Sharp, Jon Aschoff, Kyle Loring

**Staff Present:** Laurie Orton, Anthony Morris, Heather Dima, Kasey Rasmussen

**FOL Present:** Susan Stricker, FOL Board Director

**2) Visitors:** Mark Madsen

**3) Public Access:** none

**4) Agenda Approval:**

**MSC** Kyle Loring moved and Barbara Sharp seconded to accept the agenda as submitted. Carried.

**5) Approval of Board Minutes of June 11th, 2024 Regular Meeting:**

**MSC** Barbara Sharp moved and John Aschoff seconded to approve the minutes of the **June 11<sup>th</sup>, 2024** regular meeting as submitted. Carried.

**6) Friends of the Library (FOL)**

Delegate to next FOL meeting: Karen Vedder, Tuesday, August 6<sup>th</sup>, 2024, 4 to 6 pm, in the Library Meeting Room.

FOL Board Director Susan Stricker reported:

- The July 4<sup>th</sup> Cakewalk was held at a new location (the Fairgrounds) and was successful. They raised approximately \$1200 and had many cake donations.
- The next dates the FOL will be at the Farmer's Market are July 20<sup>th</sup> and August 24<sup>th</sup>.
- The Annual Booksale will be held on August 10<sup>th</sup>.
- A group of volunteers and FOL board members met to discuss how to improve operations and volunteer experience at the Treasure Cove. Discussions are ongoing.
- Boyd thanked the FOL for all their hard work.

**7) Approval of Bills**

The consent agenda included the following:

July 9<sup>th</sup>, 2024

Bills dated June 3, 2024 in the amount of \$12,289.40.

Bills dated June 3, 2024 in the amount of \$2,401.42.

Bills dated June 17, 2024 in the amount of \$15,852.66.

Bills dated June 17, 2024 in the amount of \$2,169.11.

Bills dated June 30, 2024 in the amount of \$14,702.14.

**MSC** John Aschoff moved and Barbara Sharp seconded to accept the Consent Agenda for Expense Claims Transmittals as submitted. Carried.

## 8) Payroll

**MSC** Barbara Sharp moved and John Aschoff seconded to affirm the **June 2024 Payroll** dated June 24<sup>th</sup>, 2024 in the amount of \$89,566.39. Carried.

## 9) Reports

### **Director Report (Laurie Orton)**

Laurie's written report was noted. Laurie also reported on the following:

- Laurie talked to Jessica Kerr from Dan Gottlieb's firm and confirmed that the board appropriately ended the executive session at the May 14<sup>th</sup>, 2024 regular meeting.
- The 2020-2022 state audit is almost complete. Barbara and Boyd will attend the exit interview on July 16<sup>th</sup>.

### **Assistant Director/Adult Services Manager Report (Anthony Morris)**

Anthony's written report was noted. Anthony also reported on the following:

- Anthony thanked board members who walked in the parade.
- The next big outreach event will be the SJC Fair. Board members will be invited to sign up for shifts with staff like last year.

### **Youth Services Manager Report (Melina Lagios)**

Melina's written report was noted.

### **IT Administrator Report (Floyd Bourne)**

Floyd's written report was noted.

- Boyd noted his appreciation of Floyd's work on ensuring our cybersecurity practices are up to date.

### **Financial Report (Heather Dima)**

Heather's written report was noted.

- Laurie reported that she will have time to work on budget amendments this month now that she's finished the levy pass/fail draft budgets.

## 10) Old Business

### a) 2024 Levy Lid Lift

- Laurie suggested the board might prepare response letters to be published after the election. Barbara and Karen will begin drafting letters. The letters will be submitted by August 8<sup>th</sup> to be included in the paper the week after the election.
- Boyd and Barbara attended the SJC Council candidates forum on June 29<sup>th</sup>. There was one question asked about the Library's levy lid lift. After the meeting, Boyd, Barbara and Laurie met with one of the candidates to clarify information about the levy.
- Anthony shared a graphic he created that illustrates how levy revenue interacts with the Library's budget.
- Laurie shared draft budgets she prepared for two scenarios: a 10-year budget assuming levy lid lift passage and a 3-year budget assuming levy lid lift failure. She will write a budget narrative to go along with them before posting on the Library website. Laurie answered questions from the board and explained some points she will address in the narrative.
- The board discussed a draft of responses to the "Against" statement in the Voters Pamphlet. Although the Library may not respond directly to the statement, some factual information can be shared in library communications, and may be shared with the public campaign committee. The committee continues to seek out community members who are interested in writing letters to the editor.
- Jeff Noedel from CNL2 has invited a representative from the levy's Pro perspective to film an interview about the levy lid lift. He will also separately film an interview with a representative of the "Against" campaign. Boyd will represent the levy's Pro interests in his role as a citizen member of the campaign committee.
- Boyd noted the board's appreciation of all the time and effort Laurie has spent preparing for the election.

### b) Affordable Housing Restrictions

- The board reviewed a draft opinion that attorney Dan Gottlieb produced explaining use restrictions on the 660 Spring St. property. They discussed the restrictions as pertains to an affordable housing project on the property.
- The board agreed to continue discussion on this matter at a future strategic planning workshop.

### c) Affordable Housing Response

- The board discussed a draft response letter to David Waldron and Tom Carter's affordable housing proposal, presented at the May 14<sup>th</sup>, 2024 regular meeting.

**MSC** Barbara Sharp moved and John Aschoff seconded to send the letter as drafted to David Waldron and Tom Carter as the board's response to their presentation. Carried.

## 11) New Business

### a) Enduris Notification

- The Library received a letter from Enduris stating that they are terminating our membership and coverage effective August 31<sup>st</sup>, 2024.
- Laurie briefly discussed the situation with attorney Susannah Carr, who suggested we might want to appeal the decision.
- Laurie will begin looking for new coverage.
- The board agreed to send a short response letter to Enduris including a request for an extension. Laurie will draft the letter.

### b) County Auditor Services Discontinuing

- Laurie discussed the services which the County Auditor's Office will no longer provide. The change goes into effect at the end of 2024. Laurie and Heather will be talking with Auditor's Office staff to get details on how the change will affect the Library.
- Boyd asked about when we will know implications of this change on the budget. Laurie estimates at least a month, after she and Heather have had a chance to discuss with the Auditor's Office.

### c) Public Records Training

- Kasey and Heather presented a public records training for the board.

## Adjournment

**MSC** Barbara Sharp moved and John Aschoff seconded to adjourn the meeting at 4:45 pm. Carried.

Respectfully submitted:

DocuSigned by:  
*Barbara Sharp*  
88AE79D5B00E467  
Board Secretary

Approved:

DocuSigned by:  
*[Signature]*  
B19F216619F84C0  
Board President