

1 ORCAS ISLAND LIBRARY DISTRICT



3 Library Board Retreat Minutes

4 January 24, 2017

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6 Library Board President Tom Fiscus called the Board Retreat into order at 9:27 a.m. in the YMCA Camp
7 Orkila Alumni House. Also attending were Trustees Alexander Conrad, Martha Fuller, and Ben Luna;
8 Library Director Phil Heikkinen. Owner's Rep Liz LeRoy arrived at 10 a.m.; and Trustee Regina Zwilling
9 arrived at 11:05 a.m.

10 Tom welcomed everyone, and said that due to Regina's scheduled late arrival, the agenda would be
11 modified.

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- 13 • Phil gave an overview of the building project, line of credit with Islanders Bank, and State grant. We
14 appear to be on track to begin drawing on the grant before needing to draw on the line of credit.
 - 15 • The Board discussed alternative dates for a grand opening celebration, and agreed on Friday, June 23,
16 from 5 to 8 p.m. We will individually invite volunteers, former trustees, local elected officials, and
17 donors; and will extend invitations to the community through as many means as we have available. Ben
18 Luna will chair the planning committee, assisted by Martha Fuller, Phil, staff, and volunteers as needed.
 - 19 • Liz LeRoy arrived at 10:00 a.m. She overviewed next steps for the expansion project.
 - 20 ○ We will give notice to the public about the spraying of foam insulation from February 2-5, so
21 that people can stay away if concerned about the fumes and odor. We will also make sure to
22 reduce any fumes being drawn into the existing building.
 - 23 ○ The Rose Street improvements are a possible source of delay and extra costs; however,
24 currently we are on time and within budget.
 - 25 ○ Liz reviewed change orders accepted so far, as well as some not yet decided on.
 - 26 ○ The design committee is working on furniture choices, to be shared for feedback from staff
27 and Board.
 - 28 ○ We plan to defer some furniture purchases until after we have had a chance to see how people
29 are using the new spaces in the building.
 - 30 ○ Liz reviewed the west bank of the property, which is slated for slope stabilization with a
31 retaining wall along part of the sidewalk.
 - 32 • Liz and Phil talked about the deferred items (or Finishing Touches as described by the Fundraising
33 Committee), and possible reprioritization.
 - 34 • The Board discussed the latest naming opportunities in various stages.
 - 35 • Board training options: the Washington State Library wiki; offers of training by WSL staff members;
36 online options from the Attorney General's Office; and possible grants on specific eligible topics
37 (possible examples might be legacy giving or donor relations).
 - 38 • The Board discussed programs that might be offered using the new facility. Martha will form a
39 committee including community members to explore options, such as one or two new types of
40 programs.
 - 41 • Lunch: noon to 1:20; some Trustees left on errands.
 - 42 • Phil reviewed revenues to date, an increase of about \$107,000 including \$25,000 grants from OICF and
43 the McEachern Foundation.
 - 44 • The Board discussed strategies for fundraising at this point, with a focus on the Finishing Touches.
 - 45 • Tom invited everyone to discuss their experiences last year on the Board, and suggested priorities for
46 2017. Some of the items included:
 - 47 ○ The construction project as the major focus
 - 48 ○ The fundraising campaign
 - 49 ○ Ideas for programs and services in the new building
 - 50 ○ Ideas for progressive and diverse programming
 - 51 ○ Continuing to be bold

- 52 ○ Good communication is important—let’s keep working on it
- 53 ○ Social and racial justice
- 54 ○ Modeling leadership
- 55 ○ Promoting personal freedoms
- 56 ○ The Library as an innovation engine for the community
- 57 ○ Contributing to community economic opportunities
- 58 ○ Continuing to expand and strengthen our partnerships
- 59 ○ Revisiting our mission

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61 Other: None.

62 Adjournment: There being no further business, the meeting was adjourned by the President at 2:45 p.m.

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64 Submitted by Phil Heikkinen.

65 Approved: _____