

1 **ORCAS ISLAND LIBRARY DISTRICT**



3 Regular Board Meeting

4 February 16, 2021

5 Library Board President Teresa Patrick convened the meeting at 10:06 a.m. on Zoom. Also
6 attending were Trustees Jens Kruse, Madeline Sheplor, and Sam Blackman; Library
7 Director Phil Heikkinen; and staff members Janet Marlow, Jenny DeGroot, Lovella Daoust,
8 and Tony Ghazel. All attendance was by Zoom due to the revised OPMA in response to
9 COVID-19.

10 **WELCOME & INTRODUCTIONS** – Teresa welcomed everyone.

11 **ADDITIONS OR MODIFICATIONS TO THE AGENDA** – Teresa & Phil suggested that the
12 presentation about the Prime Time Family Reading Program be moved forward to the end of
13 the Director’s Report. The Board agreed.

14 **ROUTINE MATTERS**

15 Minutes: The Trustees reviewed the Minutes from the January 22 Regular Board
16 Meeting. Sam made a **MOTION** to approve the Minutes; Madeline seconded, and the
17 **MOTION** passed unanimously.

18 Vouchers and Payroll: Madeline said that she had reviewed the prior month’s
19 vouchers and payroll and recommended approval.

20 January 2021 Payroll	\$38,213.28
21 Invoice Accounting Report 1/11/2021 (GF)	\$7,844.37
22 Invoice Accounting Report 1/20/2021 (GF)	\$9,385.20

23
24 Sam made a **MOTION** to approve the January payroll in the amount of \$38,213.28.
25 Teresa seconded, and the **MOTION** passed unanimously.

26 Teresa made a **MOTION** to approve the submitted January 2021 General Fund
27 vouchers totaling \$17,229.57. Madeline seconded, and the **MOTION** passed unanimously.

28 **PUBLIC COMMENT** – None

29 **NEW BUSINESS**

- 30 ➤ **Relevant News and Issues:** None
- 31 ➤ **Director’s Report:** Phil highlighted the troubles that some other libraries are having
32 with reopening, specifically regarding requests that all staff be vaccinated first. He
33 said that some have tighter working quarters than we do. Phil also presented two
34 options for online magazines: Flipster which is billed by title, and OverDrive, where
35 we would pay for access to the whole catalog of 2000 titles. He said that he is leaning
36 towards the OverDrive option. He also informed the Board that he had the parking
37 lot plowed after the recent snow.
- 38 ○ **Prime Time Family Reading Program:** Children’s Librarian Jenny DeGroot and
39 Library Associate Lovella Daoust presented an overview of the recently completed
40 Prime Time Family Reading Program, including the initial response of the
41 participants. Jenny gave a PowerPoint presentation of the Humanities-
42 Washington-sponsored program. Lovella shared her perspective of the program
43 and thinks that having the program on Zoom contributed to its success because

44 the ease of attendance for the families made it possible to have a consistently
45 high participation rate.

46 ➤ **Friends of the Library:** Phil updated the Board on the news from the Friends'
47 monthly meeting on February 9. He reported that the Friends are still looking at
48 methods to increase sales, including through some book sellers. Madeline agreed to
49 attend the Friends' March meeting.

50

51 **REPORTS FROM ACTIVE COMMITTEES:**

52 ➤ **Resources and Programs:** Jens reported the author Ben Montgomery would be doing
53 a Zoom program for the Library on March 10. Phil said that the Resources and
54 Programs Committee would be meeting on Thursday, Feb 18, at 1:00 p.m., and that
55 they are hoping to have more volunteers like Jens who could run their own programs.

56 ➤ **Community Relations:** Phil informed the Board that a one-year trespass order that
57 was issued to a patron had recently expired but there had been no problems as yet.

58 ➤ **Facilities & Systems:** Nothing to report.

59 ➤ **Policy & Personnel:** Nothing to report.

60 ➤ **Finance:** Nothing to report.

61 **PUBLIC COMMENT** – None.

62 **OTHER** – Madeline stated that she really appreciated the staff members joining the
63 meeting today. Phil asked if staff should be included monthly, and the Board agreed.
64 Teresa requested that Adult Services Library Rhett Ariston join in March to talk about
65 collection management. Madeline stressed that it should be casual, that the idea is for a
66 staff member just to come and share and not necessarily give a presentation.

67 **ADJOURNMENT** – There being no further business, the meeting was adjourned at 11:10
68 a.m.

69 Submitted by Janet Marlow.

70 Approved _____