

1 **ORCAS ISLAND LIBRARY DISTRICT**



3 Regular Board Meeting

4 July 14, 2022

5 Library Board President Teresa Patrick convened the meeting at 2:04 p.m. The meeting was  
6 hybrid: attendance was both on Zoom and in person in the Library’s Community Room. Also  
7 attending were Trustees Mary Johanson, Madeline Sheplor, and Sam Blackman; Interim  
8 Library Director Janet Marlow; and staff librarians Jenny De Groot and Rhett Ariston.

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

10 **ADDITIONS OR MODIFICATIONS TO THE AGENDA** – None.

11 **ROUTINE MATTERS**

12 Minutes: The Trustees reviewed the Minutes from the June 9 Regular Board  
13 Meeting. Mary made a **MOTION** to approve the Minutes; Teresa seconded, and the  
14 **MOTION** passed unanimously.

15 Vouchers and Payroll: Madeline said that she had reviewed the prior month’s  
16 vouchers and payroll, noted the highlights of the month, and then recommended approval.

17 June 2022 Payroll	\$35,943.92
18	
19 Invoice Accounting Report 6/13/2022 (GF)	\$18,287.10
20 Invoice Accounting Report 6/27/2022 (GF)	\$8,001.29
21	

22 Madeline made a **MOTION** to approve the June payroll in the amount of \$35,943.92.  
23 Mary seconded, and the **MOTION** passed unanimously.

24 Madeline made a **MOTION** to approve the submitted June 2022 General Fund  
25 vouchers totaling \$26,288.39. Mary seconded, and the **MOTION** passed unanimously.

26 **PUBLIC COMMENT** – None.

27 **NEW BUSINESS**

- 28 ➤ **Relevant News and Issues:** Janet said that a memorial for Friends President Ken  
29 Gibbs would be held that night in the Library Community Room at 5:30 p.m.

30 *Sam joined the meeting at 2:12 pm*

- 31 ➤ **Director’s Report:** Janet highlighted the ongoing Summer Reading Program  
32 activities, including marching in the Fourth of July Community Parade and the  
33 Sasquatch Calling Contest on the Village Green. Teresa mentioned the high ratio of  
34 electronic to physical checkouts. Teresa also brought up the ongoing discussion of  
35 the possible totem pole donation. The Board agreed that the topic should be on the  
36 agenda for September, agreeing that this timeframe would allow incoming director  
37 Ingrid time for analysis and perhaps a recommendation, but that the ultimate  
38 decision should be made by the Board.

- 39 ➤ **Friends of the Library:** Mary reported that both she and Janet attended the Friends’  
40 June and July meetings, and the highlights included:
  - 41 ○ Preparation for Library Fair on August 13, including a call for volunteers to help  
42 set up;

- 43           ○ Ken Gibb’s sudden passing has exacerbated the need for new FOIL board  
44           members and volunteers; and  
45           ○ The Friends have made arrangements to donate the extensive Native American  
46           book collection given to them by Barbara Brown to the Samish Indian Tribe  
47           Library in Anacortes, which everyone is very pleased about.  
48           Sam suggested that the Library host a welcome reception for Ingrid and that it also  
49           be used to recruit new Friends volunteers and board members. The group agreed  
50           that this would be a wonderful idea.

51

52   **REPORTS FROM ACTIVE COMMITTEES:**

- 53           ➤ **Resources and Programs:** Mary said that the Summer Reading Program is the full  
54           extent of the Library’s programming right now and highlighted the upcoming craft  
55           activities Jenny has planned, including a tie-dye party in conjunction with the  
56           Library Fair on Saturday, August 13.
- 57           ➤ **Community Relations:** Nothing to report.
- 58           ➤ **Facilities & Systems:** Sam shared a roofing contact. Janet reported that the  
59           northwest mechanical room door had finally arrived, and that the installation had  
60           been subcontracted to Orcas Window and Door, the same outfit that had just  
61           replaced the windows in the south wall of the original wing.
- 62           ➤ **Policy & Personnel:** Teresa said that she would work to revise the existing gift  
63           policy and would share a draft to discuss at the next meeting.
- 64           ➤ **Finance:** Nothing to report.

65   **PUBLIC COMMENT** – None.

66   **OTHER** – Janet asked about the Board’s desired level of participation in Ingrid’s  
67   onboarding. It was agreed that it would be discussed over the next weeks prior to her  
68   arrival.

69   **ADJOURNMENT** – There being no further business, the meeting adjourned at 2:46 p.m.

70   Submitted by Janet Marlow.

71   Approved \_\_\_\_\_