

1 **ORCAS ISLAND LIBRARY DISTRICT**



3 Regular Board Meeting

4 October 13, 2022

5 Library Board President Teresa Patrick convened the meeting at 2:02 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 Julia Gates, Madeline Sheplor, Sam Blackman, and Mary  
8 Johanson; Director Ingrid Mattson; staff members Jenny De Groot, Janet Marlow, and  
9 Rhett Ariston; and Library volunteer Tom McDonough.

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

11 **ADDITIONS OR MODIFICATIONS TO THE AGENDA** – None

12 **ROUTINE MATTERS**

13 Minutes: The Trustees reviewed the Minutes from the September 8 Regular Board  
14 Meeting. Teresa made a **MOTION** to approve the Minutes; Mary seconded, and the  
15 **MOTION** passed unanimously.

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

18	September 2022 Payroll	\$41,457.67
19		
20	Invoice Accounting Report 9/12/2022 (GF)	\$10,752.12
21	Invoice Accounting Report 9/27/2022 (GF)	\$9,293.82
22		

23 Madeline made a **MOTION** to approve the September payroll in the amount of  
24 \$41,457.67. Julia seconded, and the **MOTION** passed unanimously.

25 Madeline made a **MOTION** to approve the submitted September 2022 General Fund  
26 vouchers totaling \$20,045.94. Mary seconded, and the **MOTION** passed unanimously.

27 **PUBLIC COMMENT** – None.

28 **FY 2022 Budget Discussion with Public Testimony**

29 ➤ **2022 General Fund Budget**: Janet and Ingrid provided the highlights of the latest  
30 draft of the 2023 General Fund Budget, including an updated COLA and increased spending  
31 on collection development. There will not be a 2023 Debt Service Fund budget as the final  
32 debt service payment will be made in November 2022.

33 **NEW BUSINESS**

34 ➤ **Relevant News and Issues**: None

35 ➤ **Director’s Report**: Ingrid discussed her attendance at the Washington State Public  
36 Library Director’s conference in Spokane at the end of September. She also shared  
37 that she was in discussion with the Orcas Island Historical Museum to add the  
38 Museum’s reference collection to the Library’s catalogue, making the items  
39 searchable but showing the Museum as the location. She and the Board also  
40 discussed the recent problems being caused on site by some transient community  
41 members and discussed the involvement of the Sheriff’s department to help curtail  
42 the issues. There was a discussion about eating and drinking in the young adult

- 43 section as well as a discussion of who holds the legal authority to trespass individuals  
44 from Library Park.
- 45 ➤ **Friends of the Library:** Mary said that she and Ingrid had attended this month's  
46 meeting, and the Friends were preparing for their Annual Public Meeting that would  
47 be held on Sunday, Oct. 16. Ingrid would be speaking at the event, and Mary would  
48 be attending on the Board's behalf. Mary and Ingrid said that the Friends also  
49 discussed a membership drive and the possibility of online payment processing, and  
50 that a Friends Board Member had also discussed their stance on the offered donation  
51 of a Totem Pole. Ingrid shared that there was another Friends meeting scheduled for  
52 the next day, October 14, to discuss the Ken Gibbs memorial fund.
  - 53 ➤ **Consideration of Totem Pole Donation:** The Board discussed the next steps in the  
54 consideration of the offer. It was decided that Teresa would draft a letter to the  
55 donor.
  - 56 ➤ **Trustee Recruitment:** Teresa asked the Board if they would like to use the same  
57 approach in recruiting an incoming trustee as they've used in previous years, and the  
58 group decided to continue with that method of having two trustees interview and  
59 make a recommendation to the Board. Mary and Madeline agreed to chair the  
60 selection committee. Janet shared a draft release/advertisement for the open  
61 position, and the group decided to list November 7 as an initial review date.

62

#### 63 **REPORTS FROM ACTIVE COMMITTEES:**

- 64 ➤ **Resources and Programs:** Ingrid shared that the Public Services Librarian for  
65 Programs and Communication position had been posted and asked Mary to be part of  
66 the selection process as the Chair of the Resources and Programs Committee. Mary  
67 agreed. Ingrid also shared the details on the Library's enrollment in the Library  
68 Speakers Consortium.
- 69 ➤ **Community Relations:** Julia brought up having a welcome reception for Ingrid, and  
70 the group discussed January as a tentative date.
- 71 ➤ **Facilities & Systems:** Ingrid shared her struggle to find someone to repair the roof,  
72 and the group provided some suggestions.
- 73 ➤ **Policy & Personnel:** The Board agreed to put the consideration of the revised Gift  
74 Policy on the November Regular Board Meeting agenda.
- 75 ➤ **Finance:** Nothing to report beyond the draft budget discussed earlier in the agenda.

76 **PUBLIC COMMENT** – None.

77 **OTHER** – None

78 **ADJOURNMENT** – There being no further business, the meeting adjourned at 3:16 p.m.

79 Submitted by Janet Marlow.

80 Approved \_\_\_\_\_