

1 ORCAS ISLAND LIBRARY DISTRICT



3 Regular Board Meeting

4 September 8, 2022

5 Library Board President Teresa Patrick convened the meeting at 2:09 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; Friends of the Library representative Michael Armenia; and invited guest
10 Michael Riordan.

11 **WELCOME & INTRODUCTIONS** – Teresa welcomed everyone and lead a round of
12 introductions for guest attendee Michael Riordan.

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

14 **ROUTINE MATTERS**

15 Minutes: The Trustees reviewed the Minutes from the August 11 Regular Board
16 Meeting. Mary 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, noted the highlights of the month, and then recommended approval.

20 August 2022 Payroll	\$52,413.28
21	
22 Invoice Accounting Report 8/1/2022 (GF)	\$3,106.20
23 Invoice Accounting Report 8/15/2022 (GF)	\$55,567.12
24 Invoice Accounting Report 8/23/2022 (GF)	\$7,042.02
25	

26 Madeline made a **MOTION** to approve the August payroll in the amount of
27 \$52,413.28. Mary seconded, and the **MOTION** passed unanimously.

28 Madeline made a **MOTION** to approve the submitted August 2022 General Fund
29 vouchers totaling \$65,715.34. Teresa seconded, and the **MOTION** passed unanimously.

30 **PUBLIC COMMENT** – None.

31 **NEW BUSINESS**

- 32 ➤ **Relevant News and Issues:** Mary wanted to make sure that Library staff were aware
33 of a planned power outage the night of September 15.

34 *Julia Gates joined the meeting at 2:15 p.m.*

- 35 ➤ **Director’s Report:** Ingrid updated the group on her onboarding and ongoing
36 meetings with community members. The group discussed re-visiting the Collection
37 Management Policy and related “Citizen’s Comment on Library Materials” form,
38 adding the third air-evacuation provider benefit to the 2023 budget, and the Library
39 Board’s responsibilities related to the Library Park Committee.

- 40 ➤ **Friends of the Library:** Michael Armenia said that the Friends did not have an
41 August meeting due to lack of a quorum, but that the Annual Library Fair on August
42 13 was very successful. He highlighted that the Friends’ annual meeting would be in
43 October, time and place to be determined, and that Lynn Carter had rejoined the

44 Friends Board since meetings are now hybrid. Teresa congratulated the Friends on
45 such a successful Library Fair and said that the whole event was beautifully done.
46 There was also discussion over possibly modifying the Friends' bylaws.

47 ➤ **Consideration of Alderton Donation Offer:**

- 48 ○ Michael Riordan launched the discussion by reading a prepared statement
49 regarding the "Woman in the Moon" totem pole currently being offered as a
50 donation by Janet Alderton and stated that Janet prefers that the Library be the
51 location for the pole since it is a community gathering place and it could be placed
52 in a way in which it could face the water, as totem poles traditionally do.
53 Included in the information provided by Michael is that the pole is 25 feet tall and
54 approximately 3500 pounds. Michael said that, as part of the donation, it is
55 hoped that there would be an installation ceremony and that a set of documents
56 and videos that go along with the pole could be conferred to the Library.
- 57 ○ The Board thanked Michael for his statement and conveyed their appreciation for
58 Janet Alderton's offer. The entire group then discussed the costs and benefits of
59 having the totem pole on site, including maintenance needs, its size relative to
60 the scale of the space, the possibility of having related educational programming,
61 staff time commitment now and in the future, possible insurance obligations,
62 security, increasing the Library's diversity, and the use of outdoor space that the
63 Library currently uses for programming.
- 64 ○ The group agreed that more research and thought was needed prior to making a
65 decision.

66

67 **REPORTS FROM ACTIVE COMMITTEES:**

- 68 ➤ **Resources and Programs:** Children's Librarian Jenny De Groot updated the Board
69 on the closing of the Summer Reading Program. Mary added that it's very fun to see
70 how excited the kids are to earn their Summer Reading Program Library Dollars and
71 redeem them for books to keep. Ingrid provided an update on her thinking on the
72 Programs Coordinator position and updated the Board on the Library Speakers
73 Consortium.

74 *Sam Blackman left the meeting at 3:30 p.m.*

- 75 ➤ **Community Relations:** The Board discussed a visitor complaint regarding guidance
76 received at the Library during a medical emergency. The Board and Ingrid agreed
77 that the conversation would be a training topic at an upcoming staff meeting.
- 78 ➤ **Facilities & Systems:** Ingrid reported that she had reached out to a mainland roofer
79 to make the necessary roof repairs, since no on-island roofers are available.
- 80 ➤ **Policy & Personnel:** Teresa asked Ingrid to put together a work plan to be used as a
81 basis for a six-month review at the end of January.
- 82 ➤ **Finance:** Janet said that she had shared a draft budget with the Trustees prior to
83 the meeting, and that it would continue to be a work in process over the next month
84 with the Finance Committee.

85 **PUBLIC COMMENT** – None.

86 **OTHER** – The Board discussed the process of looking for a new Trustee to take over the
87 Teresa's term which is expiring at the end of 2022. They agreed to post the opening in
88 October.

89 **ADJOURNMENT** – There being no further business, the meeting adjourned at 3:50 p.m.
90 Submitted by Janet Marlow.

91 Approved _____