Sno-Isle Libraries

Board of Trustees

Regular Monthly Meeting

Monday, April 27, 2009

Meeting Minutes

CALL TO ORDER

President Stone called the meeting to order at 4:33 P.M. at the Lynnwood Library, 19200 44th Avenue West, Lynnwood, WA.

ROLL CALL

Board Members Present: Jacquelyn DeFazio, Art Kirschenbaum, Art Peterson, Joel Selling, Sara Pendergast, Alanna Stone, Rico Tessandore (arrived at 4:45 P.M.)

Staff Present: Judy Carter, Jeanne Crisp, Michael Delury, Arch Fonken, Mary Kelly, Pat Olafson, Cheryl Telford, Penni Vogel, Jonalyn Woolf-Ivory

AGENDA APPROVAL

Ms. DeFazio moved to accept the agenda. Ms. Pendergast seconded the motion.

Ms. Stone noted that there would be an additional item on the agenda under New Business, Item c - Report from the *Strategic Planning / Finance Committee*.

The Board unanimously approved the amended agenda.

CONSENT AGENDA

Mr. Selling moved to approve the Consent Agenda including:

- Approval of Minutes of March 23, 2009 Meeting
- Approval of March 2009 Sno-Isle Payroll, Benefits and Vouchers

Payroll Checks 12373 through 12460, Manual Check 611 and 612, plus Electronic Transfers	$1,236,521.46
Benefits Checks 32608 through 32619 and 32642, Temporary Staff Check 32736, plus Electronic Transfers	$ 470,794.10
Total Payroll and Benefits	$1,707,315.56
Accounts Payable Checks 32445 through 32742 less checks listed above, plus Electronic Transfers	$ 821,363.88
Total Payroll, Benefits and Accounts Payable	$2,528,679.44

- Approval of the January 18 through April 18, 2009 Monroe LCFA Vouchers
- Approval of the February 15 through April 18, 2009 Snohomish LCFA Vouchers

Ms. De Fazio seconded the motion. The Board unanimously approved the motion.

VISITORS

MaryAnn Abbey, Jocelyn Cunningham, Doreen Farrar, George Janecke, Don Smith, Marie Warnick, Lynnwood; Martin Munguia, Snohomish; Doug Ferguson

PUBLIC COMMENT

Mr. George Janecke, representing the *Yes for Libraries* political action committee presented the results of a survey paid for by the committee to measure the level of voter support for a levy lid increase election in November 2009.

The survey results included:

- Nearly two-thirds surveyed support a levy increase. The question was asked in several different ways and the approval responses ranged from the upper 60% to the low 70% range.
- Nearly three-quarters of survey respondents said they would support a tax increase if it meant maintaining current services.
- Seven out of ten said they would support a tax increase if it meant their library would stay open the same number of hours.
- 72% would support a tax increase if it would allow the library to maintain the current collection level.
- 70% would vote yes if it meant the library could continue providing services to help people find jobs . . . as well as continue providing programs for preschool and school-aged children.
- Preference was for a six-year levy increase when information regarding the cost of an election was provided.

The *Yes for Libraries* committee urged the Board of Trustees to give communities in Snohomish and Island counties the opportunity to vote on the levy increase this fall.

Mr. Kirschenbaum commended Mr. Janecke for his many years of service to Sno-Isle Libraries.

COMMUNICATIONS TO THE BOARD

Ms. Stone shared with the Board a note from Nancy Patton thanking the Board for her 2008 Trustee Award.

MANAGEMENT REPORTS

Library Director

Ms. Woolf-Ivory informed the Board that Sam Rarig, longtime friend of the Mukilteo Library, passed away this weekend. Mr. Rarig was an incredible advocate for library services and Sno-Isle Libraries.

Ms. Woolf-Ivory informed the Board the Coupeville Library building project continued to move forward. The Coupeville Library Capital Facility Area Governing Body will meet next week to approve the sale of the bonds for the project.

Ms. Woolf-Ivory reported to the Board that the Friends of the Lynnwood Library celebrated its 30th anniversary and the City of Lynnwood's 50th anniversary at a recent open house and tea.

Ms. Woolf-Ivory highlighted the following included in the day packet:

- Information from the Sno-Isle Web site regarding swine flu,
- Information from the Sno-Isle Web site regarding assistance for customers looking for jobs,
- Article from Sunday's *Everett Herald* on *The Big Read*, and
- Various newspaper / magazine articles on libraries' increased activity due to the poor economy.

Ms. Woolf-Ivory reported to the Board that all community libraries would be participating in a food drive for local food banks on April 29 and 30.

Ms. Woolf-Ivory brought to the Board's attention the numerous programs throughout the Library District for *The Big Read*.

Ms. Woolf-Ivory highlighted for the Board the 9% increase in circulation at community libraries during the month of March.

Ms. Woolf-Ivory reminded the Board that the Sno-Isle Libraries Foundation is sponsoring two events in June – a luncheon for retired Sno-Isle employees and the annual recognition event for the Friends of the Libraries.

UNFINISHED BUSINESS

Levy Lid Lift Election

Ms. Woolf-Ivory updated the Board on communications to the public regarding the Library District's 2010 budget shortfall. The following meetings are scheduled:

- Four open community meetings,
- Three invitational meetings with Friends of the Library officers, community library board members, and Sno-Isle Libraries Foundation donors, and
- Three invitational meetings with community stakeholders from Snohomish and Island counties.

All meetings will be held before the June Board meeting and the Board will receive summary information on community input prior to the June Board meeting.

Ms. Woolf-Ivory provided three financial projection documents for the Board's review prior to the May 26 work session on the 2010 budget:

- Revenue and expenditure projection through 2015 with no increase in revenue
- Revenue and expenditure projection through 2015 with a levy lid lift to 45¢/$1,000
- Revenue and expenditure projection through 2015 with a levy lid lift to 50¢/$1,000.

Policy Management Policy

Mr. Peterson, chair of the *Ad Hoc Policy Committee*, moved and seconded by committee action the Sno-Isle Libraries Board of Trustees adopt the Policy Management Policy as presented. The Board unanimously approved the motion.

Collection Development Policy

Ms. DeFazio, chair of the *Ad Hoc Collection Development Policy Committee*, informed the Board that the committee had reviewed the suggestions made by the Board at the March meeting and incorporated one change in the Collection Development Policy.

Ms. DeFazio, chair of the *Ad Hoc Collection Development Policy Committee*, moved and seconded by committee action the Sno-Isle Libraries Board of Trustees adopt the revised Collection Development Policy as presented. The Board unanimously approved the motion.

NEW BUSINESS

Camano Island Advisory Library Board Appointment

Ms. DeFazio moved the Sno-Isle Libraries Board of Trustees reappoint Bill Thorn and Claire Winget to the Camano Island Advisory Library Board for a one-year term commencing June 1, 2009. Mr. Peterson seconded the motion. The Board unanimously approved the motion.

Resolution 09-02 – Amending and Restating the Flexible Benefits Plan Document

Ms. Woolf-Ivory explained to the Board that Resolution 09-02 was a restatement of the Library District's Flexible Benefits Plan document formally amending the plan language to comply with legal requirements. The resolution, prepared by the plan administrator's attorney, was reviewed by staff and the chair of the *Strategic Planning / Finance Committee*.

The Board directed staff to place the adoption of Resolution 09-02 on the May Board meeting agenda as an action item.

Strategic Planning / Finance Committee Report

Ms. DeFazio, reporting for the committee, informed the Board of two possible dates for the next *Board to Board* event - September 12 or September 19. The committee requested Board members email their date preference.

PUBLIC COMMENT

There was no additional public comment at the meeting.

BOARD COMMENTS

There were no Board comments at the meeting.

The Board recessed for 10 minutes at 5:05 P.M. and reconvened at 5:15 P.M.

EXECUTIVE SESSION

The Board went into Executive Session at 5:15 P.M. for approximately forty-five minutes for the purpose of discussing potential litigation.

Ms. Olafson, Ms. Woolf-Ivory, and Library District attorney Doug Ferguson attended the Executive Session.

The Executive Session ended at 5:44 P.M., and the regular meeting reconvened at 5:45 P.M.

ADJOURNMENT

The meeting adjourned at 5:46 P.M.

Next Meeting

The next regular Board meeting will be held Tuesday, May 26, 2009 at 4:30 P.M. at the Marysville Service Center.

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President Secretary