

Sno-Isle Libraries
Board of Trustees

Regular Monthly Meeting
Monday, February 22, 2010
Meeting Minutes

CALL TO ORDER

President Stone called the meeting to order at 5:00 P.M. at the Marysville Service Center.

ROLL CALL

Board Members Present: Susan Cohn, Jacquelyn DeFazio, Sara Pendergast, Art Peterson, Joel Selling, Alanna Stone, Rico Tessandore

Staff Present: Judy Carter, Jeanne Crisp, Jennifer Egner, Arch Fonken, Mary Kelly, Karri Matau, Pat Olafson, Jonalyn Woolf-Ivory

AGENDA APPROVAL

Ms. DeFazio moved to accept the agenda. Mr. Selling seconded the motion. The Board unanimously approved the agenda.

CONSENT AGENDA

Ms. Pendergast moved to approve the Consent Agenda including:

- Approval of Minutes of January 25, 2010 Meeting
- Approval of January 2010 Sno-Isle Payroll, Benefits and Vouchers

Payroll Checks 13203 through 13264, plus Electronic Transfers	\$1,277,921.00
Benefits Checks 35238 through 35250, Temporary Staff 35314, plus Electronic Transfers	<u>\$382,550.05</u>
Total Payroll and Benefits	\$1,660,471.05
Accounts Payable Checks 35162 through 35340 less checks listed above, plus Electronic Transfers	<u>\$630,191.78</u>
Total Payroll, Benefits and Accounts Payable	\$2,290,662.83

Ms. DeFazio seconded the motion. The Board unanimously approved the motion.

VISITORS

Gay Campbell, *C & M Communications*

PUBLIC COMMENT

There was no public comment.

COMMUNICATIONS TO THE BOARD

There were no communications to the Board.

CONTINUING EDUCATION

Karri Matau, director of strategic initiatives, provided an overview of the focus of the Strategic Plan Marketing Action Team.

Jennifer Egner, chair of the Strategic Plan Marketing Action Team, and Mary Kelly, coordinator of the Strategic Plan Marketing Action Team, reviewed the work of the action team.

NEW BUSINESS

Communications Audit

Gay Campbell, *C & M Communications*, and Mary Kelly, director of community relations, reported on the recent Communications Audit.

MANAGEMENT REPORTS

Library Director

The following items were included in the Board's day packet:

- Excerpt from *United Way* newsletter regarding Dr. Sue and Gary Cohn,
- Human Resources 2009 Annual Report,
- *Whidbey News-Times* article regarding the Coupeville Library artwork,
- *Public Libraries* article, September - October 2009,
- *Peninsula Day News* article regarding the Clallam County Library District,
- Voter pamphlet information, article from *Bothell Reporter*, and election results regarding King County Library System February 9, 2010 levy lid lift election, and
- *Seattle Public Library* branch hours schedule.

Leadership Snohomish County held an education day on February 4, 2010 at the Service Center.

The expanded Coupeville Library will open in mid-March 2010 and the official grand opening of the library will be April 17, 2010.

The annual Employee Recognition Event is March 18, 2010 at the Future of Flight, Mukilteo, Washington.

Ms. Woolf-Ivory met with Oak Harbor community and city representatives to discuss the possibility of obtaining federal low interest loan or grant money to fund a new Oak Harbor Library.

UNFINISHED BUSINESS

Board Retreat – Committee Report

The 2010 Board Retreat will be on Saturday, February 27, 2010.

Library Automation – 2010 Progress Report

Jeanne Crisp, director of technical services and facilities development, provided an overview of the process for the selection of a new integrated library system

(ILS) for the Library District:

- Consultant selected to assist in the formalized selection process – March 2010,
- Request for Proposals issued to vendors – May 2010,
- Vendor proposals submitted – May 31, 2010,
- On-site demonstrations by potential vendors – July 2010,
- Vendor recommendation provided to Board of Trustees for final selection – August 2010,
- Implementation of new ILS – early 2011.

NEW BUSINESS

Library Trustee Award

Ms. DeFazio moved the Sno-Isle Libraries Board of Trustees select Candidate A as the recipient of the 2009 Library Trustee Award. Mr. Peterson seconded the motion. The Board unanimously approved the motion.

PUBLIC COMMENT

There was no public comment.

BOARD COMMENTS

There were no Board comments.

ADJOURNMENT

The meeting adjourned at 6:40 P.M.

Next Meeting

The next regular Board meeting will be held Monday, March 22, 2010, at 5:00 P.M. at the Marysville Service Center.

President

Secretary