

# Sno-Isle Libraries

## BOARD OF TRUSTEES

### Board of Trustees

Susan Kostick, *President* ○ Kelli Smith, *Vice President* ○ Rose Olson, *Secretary* ○ Michael Adams ○ Jennifer DePrey ○ Martin Munguia ○ Paul Ryan

### Executive Director

Lois Langer Thompson

October 24, 2022

Meeting Minutes

Amended January 23, 2023 by Secretary Rose Olson

Marysville Library

## Call to Order

President Kostick called the meeting to order at 5:31 p.m., followed by a land acknowledgement.

## Attendees

**Members present:** Jennifer DePrey, Susan Kostick, Rose Olson, Kelli Smith, and Paul Ryan.

**Staff present:** Sandra Beck, David Durante, Jordan Fast, Baha Farkish, Nick Fuchs, Lindsay Hanson, Alisha Hendren, Diane Lai, Charles Pratt, Lois Langer Thompson, Eric Spencer, Phil Spirito, Nicole Wehl, Shanda Zimmerman.

## Approval of Agenda

Trustee DePrey moved the Sno-Isle Libraries Board of Trustees approve the agenda as presented. The motion passed.

## Consent Agenda

- a) Approval of the September 19, 2022 regular meeting minutes
- b) Approval of the September 2022 Sno-Isle Libraries payroll, benefits, and vouchers

Trustee Olson moved that the Sno-Isle Libraries Board of Trustees approve the Consent Agenda as presented. The motion passed.

## Public Comment

There were no public comments to the Board.

## Executive Director's Report

### Library Presentation

Stanwood Library Manager Chuck Pratt described the Stanwood Library as a gathering place supporting current and emerging library services. He highlighted changes made in 2021 to the library's furniture and collection floor plans to open up high-traffic walking areas and create a welcoming environment for customers. Stanwood Library staff were excited to return to onsite programs and reconnect with community partners, including two local state parks and a local resource center.

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### Executive Director's Report

Executive Director Thompson shared information from the Executive Director's report, including information about SILCON 2022, capital facility updates, and new library card designs.

### Financial Update

Finance Manager Nicole Wehl provided the September 2022 financial report.

### Unfinished Business

#### 2023 Proposed Budget

Deputy Director David Durante, Finance Director Alisha Hendren, and Finance Manager Nicole Wehl presented the Board with the proposed 2023 operating budget for review and discussion.

The Sno-Isle Libraries Board of Trustees will vote on the budget at the November 21 meeting.

### New Business

#### Purchasing & Public Works Policy

Trustee Ryan moved the Sno-Isle Libraries Board of Trustees approve the Purchasing & Public Works Policy and Resolution 22-04 Small Works Roster Process as presented. Trustee Smith proposed an amendment to the motion to add competitive to "alternative competitive procurement methods". Trustee Ryan moved the Sno-Isle Libraries Board of Trustees approve the Purchasing & Public Works Policy and Resolution 22-04 Small Works Roster Process as amended. The motion passed.

### President, Trustee Committees, and Foundation Representative Reports

#### President's Report

President Kostick presented the proposed 2023 Board of Trustees meeting schedule. The Board is scheduled to take action on the updated proposed 2023 Board meeting schedule at the November 21 meeting.

President Kostick provided information on the following:

- Participation in the Executive, Board Development/Administration, and Strategic Planning/Finance committee meetings
- President Kostick Plans to attend SILCON 2022 on October 27

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### Sno-Isle Libraries Foundation

Trustee Olson provided information on the following:

- The Foundation elected five new Board members at the October 10 meeting: Rim Benoud-Schmitz, Colin McMahon Sami Postma, Jeanne Thorsen, and Ryan Willis.
- Foundation Executive Director Christina Kourteva met with the Friends of the Camano Island Library to discuss partnering with the Foundation to help with library-wide programs.
- The Foundation Board discussed work on the year-end and employee giving campaigns.

### Board Member Reports

- Trustee Ryan reported on the continued efforts of the Board Development/Administration Committee in creating an assessment tool for role measurement for the Board of Trustees. Over the next month, the committee hopes to finalize an organizational survey to send to Board members.
- Trustee DePrey presented the Nominating Committee's recommendation for 2023 officers. The Board of Trustees will vote on 2023 officers at the November 21 Board meeting.
- Trustee DePrey expressed appreciation to the budget team for their extraordinary job explaining the budget proposal.

### Announcements and Comments

President Kostick and Trustee DePrey commended Sno-Isle Libraries staff for providing an excellent customer service experience.

### Adjournment

Trustee Smith moved to adjourn the October 24, 2022 meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Kostick adjourned the meeting at 7:08 PM.

*Susan Kostick*

President

*Rose Olson*

Secretary