

# Sno-Isle Libraries

## BOARD OF TRUSTEES

### Board of Trustees

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

### Executive Director

Lois Langer Thompson

March 27, 2023  
Meeting Minutes

Freeland Library

## Call to Order

President Smith called the meeting to order at 5:30 p.m., followed by a land acknowledgment.

## Attendees

**Members present:** Jennifer DePrey, Susan Kostick, Martin Munguia, Rose Olson, and Kelli Smith.

**Members present via videoconference:** Michael Adams.

**Staff present:** David Adkins-Brown, Betsy Arand, Michelle Callihan, David Durante, Robert Kerr, Meredith Kraft, Diane Lai, Rebecca Loney, Lois Langer Thompson, and Nicole Wehl.

## Approval of Agenda

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

## Consent Agenda

- a) Approval of the February 27, 2023 regular meeting minutes
- b) Approval of the February 2023 Sno-Isle Libraries payroll, benefits, and vouchers

Trustee Kostick 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.

## Unfinished Business

### Proposed Updated 2023 Meeting Schedule

Trustee Munguia moved that the Sno-Isle Libraries Board of Trustees adopt the revised 2023 meeting schedule as presented. The motion passed.

## New Business

### Collection Development Policy

Trustee Kostick moved that the Sno-Isle Libraries Board of Trustees approve the Collection Development Policy as presented. The motion passed.

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## Staff Reports

### Financial Update

Finance Manager Nicole Wehl provided the February 2023 financial report.

## Executive Director's Report

Executive Director Thompson highlighted information from the Executive Director's report, including:

- Town hall meetings in the 38<sup>th</sup> and 10<sup>th</sup> Legislative Districts.
- The SnoCODE monthly meeting, in which Executive Director Thompson was joined by Mariner Community Campus Project Lead Terry Lott.
- Recent public computing enhancements including language support and accessibility features.
- Status reports on library capital projects underway in the Arlington, Darrington, Edmonds, Langley, Lake Stevens, and Mariner communities.
- A status update on the proposed improvement project at the Mill Creek Library.
- Recent investments in the staff intranet.
- Key statistics from the 2022 Human Resources Annual Report.

## Committee and Trustees' Reports

### President's Report

President Smith reported on the following:

- The proposed addition of work sessions to the Board meeting calendar.
- Attendance at the Employee Recognition Event, where President Smith presented the Trustees' Award to the Whidbey Reads team.
- Appreciation for staff's work in creating an inviting temporary location for the Darrington Library.

### Board Development / Administration Committee

Board Development / Administration Committee Chair Michael Adams reported on the March committee meeting, which included discussion on the following:

- Proposed updates to the Policy Management Policy.
- Proposed updates to the Public Records Policy.
- A review of the Trustee vacancy process.

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### Strategic Planning / Finance Committee

Strategic Planning / Finance Committee Chair Jennifer DePrey reported on the March committee meeting, which included discussion on the following:

- Proposed updates to the Collection Development Policy.
- Planning for the June Board-to-Board event with the Foundation Board members.

### Sno-Isle Libraries Foundation Liaison Report

Trustee Kostick reported on the following:

- A \$1.8 million bequest payment from the Estate of John and Betty Parks in benefit of the Snohomish Library.
- Foundation support offered to the Stanwood Friends of the Library, who have begun the dissolution process.
- A reminder that the Foundation will once again participate in the national Library Giving Day campaign on Tuesday, April 4.
- The Foundation continues to provide support to Robert Bayersdorfer of Optimus Fundraising who was hired by Sno-Isle Libraries to conduct a capital campaign Feasibility Study and is in the process of scheduling informational interviews with study participants.

### Adjournment

Trustee DePrey moved to adjourn the March 27, 2023 meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Smith adjourned the meeting at 6:08 p.m.

*Kelli Smith*

President

*Paul Ryan*

Secretary