

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

July 24, 2023

Meeting Minutes

Sno-Isle Libraries Service Center

Call to Order

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

Attendees

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

Members present via video conference: Michael Adams.

President Smith confirmed quorum.

Staff present: Barb Adams, Samit Bordoloi, David Durante, Meredith Kraft, Hannah Krumheuer, Jason Latham, Tricia Lee, Rebecca Loney, Chy Ross, Lois Langer Thompson, Nicole Wehl, and Shanda Zimmerman.

Approval of Agenda

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

Consent Agenda

- a) Approval of the June 26, 2023 regular meeting minutes
- b) Approval of the June 2023 Sno-Isle Libraries payroll, benefits, and vouchers

Trustee DePrey 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.

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Unfinished Business

Debt Management Policy

Trustee Kostick moved that the Sno-Isle Libraries Board of Trustees approve the Debt Management Policy as presented. Trustee DePrey reviewed the policy discussions that took place at the May 30 special meeting and June 26 regular meeting. Executive Director Thompson highlighted the addition of a Washington state statute to the Association Policies and Laws section of the policy. The motion passed.

New Business

Addendum No. 3 to the Library Annexation Agreement between the City of Mill Creek and Sno-Isle Intercounty Rural Library District

Trustee Olson moved that the Sno-Isle Libraries Board of Trustees approve Addendum No. 3 to the Annexation Agreement between the City of Mill Creek and Sno-Isle Intercounty Rural Library District as presented and authorize the Executive Director to sign on behalf of the Library District. Assistant Director of Capital Strategy and Planning Chy Ross reviewed prior agreements between the City and the Library District and explained how Addendum No. 3 would allow proposed library upgrade project work to proceed.

Trustees Michael Adams and Martin Munguia joined the meeting during the discussion.

The motion passed.

Staff Reports

Equity, Diversity, and Inclusion Update

Assistant Director of Equity, Inclusion, and Development Tricia Lee and Equity, Diversity, and Inclusion Manager Samit Bordoloi provided a report on equity, diversity, and inclusion (EDI) work at Sno-Isle Libraries. Highlights included work on a demographic report for the Library District service area, services to Spanish-speaking populations, developments in the EDI curriculum, equity-based budgeting, and the Workforce Diversity Advisory Group.

Financial Update

Finance Manager Nicole Wehl provided the July 2023 financial report.

Executive Director's Report

Executive Director Thompson highlighted information from the Executive Director's report and provided the following updates on the strategic goals, including:

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Enhancing Library Services

- A partnership with Snohomish's School District program to provide free lunches to children in the library parking lot.
- Improvements to the public records request process to enhance the experience for community members.
- Staff presence at the Arlington Pride Festival.
- Partnership between the Lake Stevens Library, Library on Wheels and the Lake Stevens Creator Zone.
- Recruitment for staff with Spanish language skills at the Lynnwood and Mariner libraries.
- The upcoming Mariner Fest, a back-to-school event, presented by Hand in Hand and Sno-Isle Libraries – Mariner Community Campus.
- The addition of two high school student summer internships within the Information Technology team.

Creating inspiring spaces

- Capital project updates for the Marysville, Langlely, and Lake Stevens libraries.

Investing in our people and our organization

- Meeting with staff who attended the Joint Council of Librarians of Color Conference.
- Changes to internal communication channels for Trustees.
- Assistant Director of Information Technology Jason Latham attended a meeting with FCC Chairwoman Rosenworcel regarding federal funding for cybersecurity for libraries.

Committee and Trustees' Reports

President's Report

At the July Executive Committee meeting, the Committee discussed the Board's use of a land acknowledgement at public meetings, the format for the Executive Director review in the fall, and the updates to the Trustee calendar.

Topics that the Board submitted for future informational reports from staff will be addressed in 2023 and 2024.

Trustee Nominating Committee

Chair Ryan shared that out of the 96 Trustee applications reviewed, 11 candidates were selected for interviews. Edmonds resident Griselda Guevara-Cruz was selected as the candidate that will be recommended to the Snohomish County Council for appointment to the Board of Trustees.

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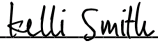
Sno-Isle Libraries Foundation Liaison Report

Trustee Kostick reported on the following:


- The Foundation is soliciting applications for a Board of Directors vacancy.
- A positive mid-year financial report at the July Board of Directors meeting.
- The Foundation Board will be updating its bylaws in 2023.

Adjournment

Trustee DePrey moved to adjourn the July 24, 2023 regular meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Smith adjourned the meeting at 6:30 p.m.



President



Secretary