

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

October 23, 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, Susan Kostick, Martin Munguia, Rose Olson, and Paul Ryan.

Members present via video conference: Jennifer DePrey.

President Smith confirmed quorum.

Staff present: Barb Adams, David Durante, Baha Farkish, Casey Gabehart, Lindsay Hanson, Meredith Kraft, Daine Lai, Rebecca Loney, Chy Ross, Shuaib Shuhrat, Phil Spirito, Nicole Wehl, and Shanda Zimmerman.

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 September 18, 2023 regular meeting minutes
- b) Approval of the October 3, 2023 special meeting minutes
- c) Approval of the September 2023 payroll, benefits, and vouchers

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

Public Hearing

Per RCW 84.55.120, President Smith convened the Sno-Isle Libraries' annual public hearing to consider increases in the property tax revenue for the Library District's 2023 budget. The public hearing was convened at 5:32 p.m. There being no public comment, the public hearing was closed at 5:33 p.m.

Public Comment

There were no public comments to the Board.

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Unfinished Business

2024 Proposed Budget

Deputy Director David Durante and Finance Manager Nicole Wehl presented the 2024 proposed budget. The Board discussed the 2024 budget approval timeline, levy rate increase, funding sources, and proposed expenditures.

Final review and approval of the 2024 budget will occur at the November 27, 2023 Board of Trustees meeting.

New Business

Resolution 23-02 Authorizing the Use of the Edmonds Building Reserve Fund

Trustee Ryan moved the Sno-Isle Libraries Board of Trustees authorize Resolution 23-02 to authorize the use of the Edmonds Building Reserve Fund for capital improvements for the Edmonds Library. The motion passed.

Resolution 23-03 Regarding the Property Tax Levy

Trustee Munguia moved to postpone the agenda item until the November 27, 2023 regular meeting. The motion passed.

Staff Reports

Financial Update

Finance Manager Nicole Wehl provided the October 2023 financial report.

Executive Director's Report

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

Enhance Library Services

- A recurring event hosted by the Arlington Resource Center at the Lakewood/Smokey Point Library to connect customers with housing, food, and transportation resources.
- Free legal advice for customers at the Snohomish Library once per month provided by Snohomish County Legal Services.
- Staff participation in the Hispanic Heritage Month Celebration in Lynnwood. Stanwood Library Circulation Supervisor Ricardo Avila spoke on a panel.
- Service expansion for the Library on Wheels program.

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- The soft launch of Expanded Library Access after-hours meeting room access at the Camano Island Library
- Housing Hope Employment Specialists providing regular employment services at the Sultan and Lakewood/Smokey Point libraries.

Create Inspiring Spaces

- Capital project updates for the Darrington, Langley, Mill Creek Edmonds, and Arlington libraries.

Optimize Library Funding

- The final report from Optimus Fundraising, which will be reviewed at a future Board meeting.

Committee and Trustees' Reports

President's Report

President Smith reported on the following:

- The proposed 2024 meeting schedule, which the Board will review and adopt at the November 27 regular meeting.
- A preview of the November 2023 Board of Trustees meeting agenda items.
- The appointment of Trustees Olson and Kostick to the ad-hoc policy committee.
- A due date of November 3 for the Executive Director annual evaluation responses.

Trustee Officer Nominating Committee

Committee Chair Kostick announced the committee's recommended officer lineup for 2024:

- President: Trustee Rose Olson
- Vice President: Trustee Paul Ryan
- Secretary: Trustee Jennifer DePrey

The Board will take action at the November 2023 regular meeting.

Sno-Isle Libraries Foundation Liaison Report

Trustee Kostick reported on the following:

- The Foundation's eight new Directors joined the Foundation's October 9 meeting.
- An endowment of \$125,000 from the Nysether Foundation.
- The Foundation's first author salon at the Mukilteo Library with Rena Priest.

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Adjournment

Trustee Olson moved to adjourn the October 23, 2023 regular meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Smith adjourned the meeting at 6:27 p.m.

Kelli Smith

President

Paul Ryan

Secretary