

Sno-Isle Libraries

BOARD OF TRUSTEES

Board of Trustees

Rose Olson, *President* • Paul Ryan, *Vice President* • Jennifer DePrey, *Secretary* • Michael Adams • Griselda Guevara-Cruz • Susan Kostick • Martin Munguia

Executive Director

Lois Langer Thompson

January 22, 2024
Meeting Minutes

Sno-Isle Libraries Service Center

Call to Order

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

Attendees

Members present: Rose Olson, Griselda Guevara-Cruz, Susan Kostick, Martin Munguia, and Paul Ryan.

Members present via videoconference: Michael Adams and Jennifer DePrey.

President Olson confirmed quorum.

Staff present: Barb Adams, David Durante, Baha Farkish, Casey Gabehart, Lindsay Hanson, Carla Ikehara, Meredith Kraft, Diane Lai, Rebecca Loney, Chila Oglesby, Lois Langer Thompson, and Nicole Wehl.

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 November 27, 2023 regular meeting minutes
- b) Approval of the January 4, 2024 special meeting minutes
- c) Approval of the November 2023 payroll, benefits, and vouchers
- d) Approval of the December 2023 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.

Trustee DePrey joined the meeting.

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New Business

Audit Exit Conference

Assistant Audit Manager Amanda Robinson and Assistant State Auditor Izzy Kanaly from the Office of the Washington State Auditor presented the following results of the financial statement audit for the year ending on December 31, 2022:

- The State Auditor's office issued an unmodified opinion on the fair representation of the Library District's financial statements in accordance with its regulatory basis of accounting.
- The State Auditor's office issued an adverse opinion on the fair presentation with regard to accounting principles generally accepted in the United States of America (GAAP) because the financial statements are prepared by the Library District using accounting practices prescribed by state law and the State Auditor's Budgeting, Accounting and Reporting System (BARS) manual, which is a basis of accounting other than GAAP.
- No deficiencies in internal control that were considered to be material weaknesses were identified during the audit.
- No instances of noncompliance or other matters that are required to be reported under Government Auditing Standards were disclosed.

Staff Reports

Vision Assessment

Deputy Director David Durante provided a report on the vision assessment project, highlighting the criteria for success, status of current work, and implementation strategy.

Trustee Adams joined the meeting.

Financial Update

Finance Manager Nicole Wehl provided the December 2023 and January 2024 financial reports.

Executive Director's Report

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

- A status update on the City of Everett's consideration of annexing into the Sno-Isle Libraries district.

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Enhance Library Services

- A 2023 Collection Performance report.
- Ongoing work by the Design and Development Team to form community partnerships.
- A report on 2024 programing work and format.

Optimize Funding

- Attendance at two upcoming legislative days:
 - January 31 as a partner of Economic Alliance Snohomish County
 - February 14 is Library Legislative day. Trustees Olson, DePrey, and Adams will also attend.

Create Inspiring Spaces

- A successful grand re-opening of the Edmonds Library with over 3,000 customers in attendance.
- The Lake Stevens Library Board meeting, where the Future Lake Stevens Library project status was reviewed.
- The status of the Langley Library remodel project, which is in final negotiations for award.

Invest in our People and our Organization

- The 2024 Board policy work update included in the packet.
- An update on administrative policies, all of which are up to date with the exception of three that may be influenced by the collective bargaining process.
- The initiation of the collective bargaining process.

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Committee and Trustees' Reports

President's Report

President Olson reported on the following:

- The work of the Executive Committee at the January 8 meeting, including a discussion of the 2024 Board of Trustees calendar.
- 2024 committee appointments as follows:
 - Board of Trustees Management Committee: Susan Kostick (Chair) & Michael Adams.
 - Board of Trustees Library Services Committee: Martin Munguia (Chair) & Griselda Guevara-Cruz.

Sno-Isle Libraries Foundation Liaison Report

Trustee Kostick reported on discussions at Foundation Board of Directors meetings regarding a capital campaign.

Adjournment

Trustee Ryan moved to adjourn the January 22, 2024 regular meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Olson adjourned the meeting at 6:15 p.m.

Rose Olson

President

Jennifer DePrey

Secretary