

LA CONNER REGIONAL LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

June 12, 2018

IN ATTENDANCE: Robert Hancock, William Taylor, Jean Markert, Tamara Swanson-Toyama, and Richard Wisniewski. Also in attendance Joy Neal, Library Director; Susan Macek, Foundation Director, and Joan Scarborough, Friends of the Library.

CALL TO ORDER:

Board chair, Robert Hancock called the meeting to order at 5:02 pm

AGENDA REVIEW:

Robert announced that there would be an executive session at 6 pm for 15-20 minutes to discuss a personnel issue. An adjustment to the agenda was made to add the executive session.

PUBLIC COMMENT:

No public comment

REVIEW OF MINUTES:

Minutes from the May 8, 2018 regular meeting were reviewed. Tamara moved to accept, Richard seconded motion. Passed unanimously.

FINANCIAL REPORTS:

Cash and Investments-See attached

Key Bank- Deposits totaled \$1,481.18 for May 2018

Budget and Vouchers- Jean moved to approve the May 2018 vouchers in the amount of \$5,448.68. William seconded the motion. Passed unanimously

Payroll- Jean moved to approve the May payroll in the amount of \$12,952.97 Tamara seconded the motion. Passed unanimously.

DIRECTOR'S REPORT:

See attached Director's report document

COMMUNICATIONS:

Friends of the Library Report- Joan Scarborough reported that she has been elected as the new president of the Friends of the Library. She reported that the manager of the Thrift Shop has retired which leaves the shop without a manager. It was suggested in lieu of finding a new volunteer manager that Joy serve as the go to person for any building issues related to the Thrift Shop for six months. Joy's responsibilities would be to call in Kiwanis members (or any others) to do necessary building maintenance. Joy agreed to the six-month trial period.

Comment Box & Other Correspondence- A patron left a comment card complimenting the library staff on their friendly, helpful attitude.

Foundation Report-Susan reported that the library was awarded \$2,500 from a grant request she submitted to the Swinomish tribe to cover homework data bases.

The Foundation also will receive a \$10,000 bequest from a patron's estate. The executor would like it made public to encourage others to remember the library.

Susan, William Taylor, and Jim Airy met with the town administrator to get his suggestions on approaching the county for funding or matching grants for new library.

NEW BUSINESS:

- A. Interlocal Cooperative Agreement with Swinomish - it was approved by the board last month, but was signed this month. Thanks to William for taking care of this as he is a notary.
- B. First Revised Naming Rights Policy: Small changes were made, and final reading will take place at next board meeting.
- C. Joy hired Katryna Barber as the new Youth Specialist at the rate of \$16.24/hour. She will start June 27. Joy also hired Emily Markert (a former Page) as a Summer Substitute to help with the summer reading program at the rate of \$15 per hour. Emily started on June 11.

OLD BUSINESS:

- A. Summer Staff Dinner Party will be held on July 16 at the home of Robert Hancock.

EXECUTIVE SESSION

Jean moved to adjourn the meeting to go into executive session at 6 pm. Tamara seconded the motion. Passed unanimously. Robert Hancock called the regular meeting back to order at 6:19 pm

ADJOURNMENT:

There being no other business, Jean moved to adjourn the meeting at 6:21 pm. Richard seconded the motion. Meeting adjourned at 6:21 pm

FUTURE MEETING DATES: July 10, August 14, September 11, October 9, November 13, December 11

Robert Hancock, Board Chairman

Richard Wisniewski, Treasurer

Jean Markert, Secretary

Tamara Swanson-Toyama, Trustee

William Taylor, Trustee