

LA CONNER REGIONAL LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

October 10, 2017

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

CALL TO ORDER:

With the Chair not present, Richard Wisniewski called the meeting to order at 5:03 p.m.

PUBLIC COMMENT:

No public comment

REVIEW OF MINUTES:

Minutes from the September 12, 2017 regular meeting were reviewed. Tamara moved to accept, William seconded. Passed unanimously.

FINANCIAL REPORTS:

Cash and Investments-See attached

Key Bank- Deposits totaled \$1,402.18 for September 2017

Budget and Vouchers - Jean moved to approve the September 2017 vouchers in the amount of \$6,383.64. William seconded. Passed unanimously.

Payroll- Jean moved to approve the September payroll in the amount of \$13,651.05. Tamara seconded. Passed unanimously.

DIRECTOR'S REPORT:

See attached Director's report document. Joy reminded the board of the Trustee training, Nov. 18th from 9-1 at the Anacortes Library.

COMMUNICATIONS:

Friends of the Library Report- No Friends report.

Comment Box & Other Correspondence - none.

Foundation Report- Susan Macek reported that the September 23 presentation by John Jensen, *1941, the Year That Changed America*, was well attended.

She reported on upcoming Foundation events:

November 18 - Humanities Washington Poet Laureate Poetry evening- Free Event

November 25 - Holiday Tea at Christianson's Nursery, we are suppling volunteers, donations go to the Foundation

December 1 - Festival of Tiny Trees to be held in the library again this year

March 2018 - Working with the Burlington Library to do a fundraiser at the Lincoln Theater with author Jamie Ford

Slider Café in La Conner has created a special menu with a portion of the proceeds to go to the library foundation. They have this menu from October 15 through the end of the month.

NEW BUSINESS:

1. Leave Policy - Board did a first reading of new sick leave policy-paid sick leave for all staff as required by the new law, effective January 1, 2018
2. Letter to the Editor - Board Chair, Brad York, will write a letter to editor for National Friends of the Library Week, October 15-21.

OLD BUSINESS:

- 1) Internal Policy - This was the second reading of the policy revisions. Tamara moved to approve, William seconded. Policy approved
- 2) Budget Committee - Joy Neal, Tamara Swanson-Toyama, William Taylor and Richard Wisniewski presented the draft 2018 budget. Brief discussion was held.
- 3) Building Maintenance - A facilities inspector looked over the library. Found some items, mostly cosmetic.

ADJOURNMENT:

William moved to adjourn at 6:05 pm, Jean seconded. Meeting adjourned at 6:05 pm.

Future Meeting Dates: November 15, December 12, January 9, February 13, March 13, April 10, May 8, June 12, July 10, August 14

Brad York, Board Chair

Richard Wisniewski, Treasurer

Jean Markert, Secretary

Tamara Swanson-Toyama

William Taylor

