

# 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

April 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, and Paul Ryan.

**Members present via videoconference:** Rose Olson.

President Smith confirmed quorum.

**Staff present:** R.D. Burley, David Durante, Meredith Kraft, Diane Lai, Jason Latham, Tricia Lee, Rebecca Loney, Chy Ross, Lois Langer Thompson, Nicole Wehl, and Ruth Zander.

### Approval of Agenda

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

Trustee Munguia joined the meeting.

### Consent Agenda

- a) Approval of the March 27, 2023 regular meeting minutes
- b) Approval of the March 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.

### New Business

#### Policy Management Policy

Trustee Ryan moved that the Sno-Isle Libraries Board of Trustees approve the Policy Management Policy as presented. Trustee Ryan moved to amend the motion by inserting the word "Board" in the Purpose section. The motion to amend the motion passed. The amended motion passed.

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### Public Records Policy

Trustee Ryan moved that the Sno-Isle Libraries Board of Trustees approve the Public Records Policy as presented. The motion passed.

### Interlocal Agreement between the City of Edmonds and Sno-Isle Intercounty Rural Library District

Executive Director Thompson presented an overview of the potential interlocal agreement between Sno-Isle Libraries and the City of Edmonds and shared that the Board would be presented with an opportunity to take action authorizing the Executive Director to sign the agreement at a future meeting.

### Staff Reports

#### Staff Development

Assistant Director of Equity, Inclusion, and Development Tricia Lee shared the vision and goals for the Talent Development team and historical team initiatives as well as current projects. Board members stated their appreciation for the breadth of support for staff development.

#### Financial Update

Finance Manager Nicole Wehl provided the March 2023 financial report.

### Executive Director's Report

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

- A meeting at the Mountlake Terrace Library with Congresswoman Suzan DelBene to learn about AARP Tax Assistance at Sno-Isle Libraries.
- Snohomish City Council and Stanwood City Council meetings, at which Executive Director Thompson delivered presentations on library services.
- The Edmonds Chamber of Commerce luncheon, at which Executive Director Thompson provided an update on the library repair and upgrade project and library services available for the community.
- Library service updates, including institutional library services, expanded newspaper access, the addition of Narcan to the first aid supplies, and a partnership with United Way to participate in the Dolly Parton Imagination Library program.
- Capital project updates for the Arlington, Darrington, Edmonds, Langley, Lake Stevens, and Mariner Libraries.

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Trustee Kostick joined the meeting.

## Committee and Trustees' Reports

### President's Report

President Smith reported on the following:

- The addition of work sessions to the Board meeting calendar on May 30, July 24, and October 3.
- An overview of the Trustee vacancy process.
- Trustee Nominating Committee appointments: Trustees Ryan (chair), DePrey and Kostick.

### Sno-Isle Libraries Foundation Liaison Report

Trustee Kostick reported on the following:

- The Foundation's participation in the 2023 GiveBIG online fundraising event, which takes place on May 2-3.
- The upcoming Trudy Sundberg Lecture Series event featuring speaker Nainoa Thompson.

### Trustees' Reports

- Trustee Ryan reported on attendance at the Washington Library Association conference, highlighting breakout sessions that were particularly relevant considering current Sno-Isle Libraries organizational initiatives.
- Trustee Martin gave an update on the Snohomish City Council meeting at which Executive Director Thompson gave a presentation.

## Adjournment

Trustee Ryan moved to adjourn the April 24, 2023 meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Smith adjourned the meeting at 6:36 p.m.

Kelli Smith

President

Paul Ryan

Secretary