

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

May 28, 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, Jennifer DePrey, Griselda Guevara-Cruz, Susan Kostick, and Martin Munguia.

President Olson confirmed quorum.

Staff present: Barb Adams, David Brown, David Durante, Baha Farkish, Bryan Gabehart, Meredith Kraft, Jason Latham, Rebecca Loney, Lois Langer Thompson, Nicole Wehl, and Shanda Zimmerman.

Approval of Agenda

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

Consent Agenda

- a) Approval of the April 29, 2024 regular meeting minutes
- b) Approval of the April 2024 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.

New Business

Equity Policy

Trustee DePrey moved the Sno-Isle Libraries Board of Trustees approve the Equity Policy as presented. Management Committee Chair Kostick reviewed the proposed changes, which were intended to bring policy language into alignment with other recently updated policies. The motion passed.

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Friends of the Library Policy

Trustee Munguia moved the Sno-Isle Libraries Board of Trustees approve the Friends of the Library Policy as presented. Library Services Committee Chair Munguia presented the proposed updates to the policy, which included changes to structure and the addition of the *Associated Policies and Laws* section. The motion passed.

Library Administrative Policies Policy

Trustee Kostick moved the Sno-Isle Libraries Board of Trustees approve the Library Administrative Policies Policy as presented. Management Committee Chair Kostick presented the policy updates, highlighting a change to the implementation section which authorizes the Executive Director to develop and implement administrative policies that support effective operations while complying with Board policies and legislation. The motion passed.

Library Card and Lending Policy

Trustee Munguia moved the Sno-Isle Libraries Board of Trustees approve the Library Card and Lending Policy as presented. Library Services Committee Chair Munguia presented the policy updates, which were intended to bring policy language into alignment with other recently updated policies. Additions to the scope section made the policy more inclusive. The motion passed.

Strategic Alliances Policy

Trustee Kostick moved the Sno-Isle Libraries Board of Trustees approve the Strategic Alliances Policy as presented. Management Committee Chair Kostick highlighted changes to language in the policy. A key update was the addition of language regarding how views of community partners are solely theirs and do not necessarily reflect the views of the Library District. The motion passed.

Volunteer Policy

Trustee Munguia moved the Sno-Isle Libraries Board of Trustees approve the Volunteer Policy as presented. Library Services Committee Chair Munguia highlighted clarifying language in the proposed policy update. The *Associated Policies and Laws* section was also added. The motion passed.

Staff Reports

Financial Update

Finance Manager Nicole Wehl presented the May 2024 financial report.

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Executive Director's Report

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

- Meetings with the Library District's congressional delegation, federal agency staff, and national library partners on key issues for the Library District including federal funding, access to information, and digital equity.
- An upcoming mobile office hours event hosted by Representative Kim Schrier at the Darrington Library on Thursday, June 6.
- Location changes for upcoming Board of Trustees regular meetings. The dates and start times of these meetings will not change.

Enhance Library Services

- Popular Prime Time programs that encourage early literacy and provide families with opportunities to discuss topics like bravery, kindness, and imagination using books as a guide. During the multilingual programs, families receive books to take home, childcare for younger siblings during the program, and a meal or grocery gift card.
- Library staff visits to schools throughout the Library District in preparation for the kickoff to the Sno-Isle Libraries Summer Reading Program.
- Sno-Isle Reads Together author Kira Jane Buxton was featured at two in-person events at the Mukilteo and Coupeville Libraries with Lish McBride and an online event with Nancy Pearl.
- A Sno-Isle Reads Together event, A Festival of Crows, that was hosted by staff and Friends of the Library groups from the Freeland, Langley, and Clinton libraries. The event featured a presentation from Whidbey Audubon, a pop-up book sale, and pie and coffee from Wild Crow Pies and Raven's Brew Coffee.
- An April 14 presentation of the original multi-lingual opera "Monkey and Francine in the City of Tigers" by the Seattle Opera Company. This event was hosted at the historic Marysville Opera House by the Marysville Library in collaboration with the City of Marysville's Parks, Recreation, and Cultural department.
- A Family Earth Day event at the Camano Island Library with seventy-eight attendees. The event featured Burke Boxes, a DIY seed bomb craft, and adult seed swap, and a composting bin giveaway from Island County Waste Wise, a WSU Extension program.

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- A presentation by Stanwood Library Manager Chuck Pratt to the Stanwood Camano Kiwanis aKtion Club. The club's mission is to provide adults living with disabilities with an opportunity to develop initiative, leadership skills, and to serve their communities.
- The recent Sound Salmon Solutions program at the Arlington Library taught children about salmon. This children's program included educational information, an art project, and salmon yoga.
- A staff learning opportunity about a childcare funding program through Childcare Aware. The program offers funding to help families in Snohomish County pay for childcare while the parents are job searching or in a work training program.
- The Coupeville community's full transition to accessing the library meeting room after hours using a keypad as part of the Self-Service Library project.
- A performance of the story of Henny Penny at the Coupeville Library during spring break which was funded with support from the Coupeville Festival Association and the Friends of the Coupeville Library.

Optimize Funding

- Snohomish County will allocate \$978,169 in federal ARPA funds to Sno-Isle libraries for community resilience. These funds will be used to support HVAC upgrades at Snohomish County libraries.

Create Inspiring Spaces

- Capital project updates for the Langley, Mill Creek, Arlington, Lake Stevens, and Mariner libraries.

Invest in our People and our Organization

- Collection Services staff shared information with Community Library staff regarding June Pride Month, expressing the Library District's intention that this be a joyful celebration of the LGBTQIA+ community. Staff were provided with resources to support customer conversations around materials and displays that celebrate Pride Month.
- Implementation of changes to RCW 9.41.300 which prohibits the open carry of weapons in certain public spaces, including libraries. Staff have received training and signage will be installed prior to the date upon which the law goes into effect.

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Committee and Trustees' Reports

President's Report

President Olson reported on the following:

- Updates to the 2024 Board of Trustees Calendar
- The announcement of the 2024 Trustee Nominating Committee, comprised of Trustees DePrey (Chair), Ryan, and Guevara-Cruz. President Olson also shared the nominating process timeline.

Library Services Committee Report

Chair Munguia reviewed the committee's work to develop updated proposals for the Friends of the Library Policy, Library Card and Lending Policy, and Volunteer Policy

Management Committee Report

Chair Kostick reviewed the committee's work to develop updated proposals for the Equity Policy, Library Administrative Policies Policy, and Strategic Alliances Policy.

Sno-Isle Libraries Foundation Liaison Report

Trustee Ryan will present updates on the Foundation's May meeting at the June 24 regular meeting of the Board of Trustees.

Adjournment

Trustee Guevara-Cruz moved to adjourn the May 28, 2024 regular meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Olson adjourned the meeting at 6:10 p.m.

Rose Olson

President

Jennifer DePrey

Secretary