

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

June 24, 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, Michael Adams, Susan Kostick, Martin Munguia and Paul Ryan.

Members present via videoconference: Jennifer DePrey and Griselda Guevara-Cruz.

President Olson confirmed quorum.

Staff present: Barb Adams, Melinda Armstrong, Bryan Gabehart, Lindsay Hanson, Carla Ikehara, Meredith Kraft, Diane Lai, Jason Latham, Rebecca Loney, Terry Lott, Chy Ross, Jessica Russell, Lois Langer Thompson, Nicole Wehl, and Shanda Zimmerman.

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 May 28, 2024 regular meeting minutes
- b) Approval of the May 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

Sno-Isle Libraries Board of Trustees Bylaws

Trustee Munguia moved the Sno-Isle Libraries Board of Trustees adopt the bylaws as presented. President Olson reviewed the proposed updates, which included additional information about meeting attendance and executive sessions. The motion passed.

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Memorandum of Understanding between Everett Housing Authority and Sno-Isle Libraries

Trustee Adams moved the Sno-Isle Libraries Board of Trustees approve the Memorandum of Understanding (MOU) between Everett Housing Authority and Sno-Isle Intercounty Rural Library District as presented and authorize the Executive Director to sign on behalf of the Library District. Executive Director Thompson reviewed the history of the Mariner Community Campus project. Assistant Director of Capital Strategy and Planning Chy Ross reviewed the MOU and discussed next steps for the project. The motion passed.

Board Policy Review Timeline

Trustee Ryan moved the Sno-Isle Libraries Board of Trustees approve the updated four-year policy review timeline as presented. Director of Planning and Fund Development Rebecca Loney presented the proposed timeline reviewed by the Executive Committee. The motion passed.

Staff Reports

2023 Programming Report

Assistant Director of Community Libraries Lindsay Hanson presented a report on 2023 programming goals and outcomes.

Intellectual Freedom Overview

Director of Community Libraries Diane Lai presented an overview of intellectual freedom and how Sno-Isle Library staff implement intellectual freedom principles through the collection, programs, and other library services. Director Lai also updated the Board on requests for reconsideration.

Financial Update

Finance Manager Nicole Wehl presented the June 2024 financial report and reported on the Point Wells annexation into the Town of Woodway.

Executive Director's Report

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

- The upcoming ribbon cutting at the groundbreaking ceremony for the SR 530 Broadband Expansion Project. Speakers included Snohomish County Executive Dave Somers, Snohomish County Council Vice Chair Nate Nehring, Executive Director Thompson, and Zippy Fiber CEO Harold Zeitz.
- An upcoming presentation by Executive Director Thompson at Snohomish County Tomorrow.

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Enhance Library Services

- Library participation in June events to celebrate the LGBTQIA+ community. Library staff from Lakewood/Smokey Point, Monroe, Camano Island, Stanwood, Edmonds, and Arlington worked with community partners to join in local celebrations.
- Staff organization of a Juneteenth celebration in collaboration with the city of Mountlake Terrace. Library staff from Monroe and Lakewood/Smokey Point libraries also participated in local Juneteenth events.
- Library participation in the Baby Resource Expo at the WhidbeyHealth Medical Center. Staff from the Coupeville and Clinton libraries distributed board books and shared information about library services and storytimes.
- Staff visits in each community to promote summer reading, register children and families for library cards, and showcase library services.
- Library on Wheels presence at the end of year party for the Marysville Early Learning center, during which many children and families were registered for new library cards.
- Library staff participation in a June 4 event hosted by Congresswoman Susan DelBene's staff at the Marysville Community Center. Sno-Isle Libraries staff provided drop-in technology help and shared information about accessing online library resources.
- The implementation of the Community Collection program at the Suds & Duds Laundromat. The collection, provided by the Sno-Isle Libraries Foundation, includes books available for children and adults in both English and Spanish.

Optimize Funding

- Progress on the Mariner Community Campus project, including the finalization of an MOU that will allow both the Library District and Everett Housing Authority to pursue federal and state grants for the project.
- Partnership with the Sno-Isle Libraries Foundation to understand their interest and capacity to manage a capital campaign.

Create Inspiring Spaces

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

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Invest in our People and our Organization

- The anticipated completion of the Collective Bargaining Agreement in July. Once the negotiating teams reach an agreement, it will go to a vote of the members for ratification and then to the Board of Trustees for review and approval.
- Staff presentations of the Demographics Analysis Report that will serve as a foundation for centering Library District work around community needs.

Committee and Trustees' Reports

President's Report

President Olson reported on the following:

- The topics discussed at the Executive Committee meeting.
- Updates to the 2024 Board of Trustees Calendar.
- A reminder that the July Board of Trustees regular meeting will be held at the Darrington Library.

Sno-Isle Libraries Foundation Liaison Report

Trustee Ryan presented on his attendance at the May 13 meeting, during which the Foundation Board of Directors discussed the following:

- The outcome of the Washington Give Big campaign.
- A recent meeting between Foundation Board members and Sno-Isle Libraries Communications staff.
- A Foundation strategic plan retreat that will take place in the fall.

Trustee Kostick presented on attendance at the June 10 meeting, during which the Foundation Board of Directors discussed the following:

- A presentation by Pierce County Library Foundation's Director Dean Carrell to learn about the Foundation's development and how the team prepared for a capital campaign.
- An upcoming fundraising social event hosted by Foundation Board Member Sonia Siegel Vexler with the goal of raising funds for and awareness of the Foundation.

Adjournment

Trustee Adams moved to adjourn the June 24, 2024 regular meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Olson adjourned the meeting at 6:57 p.m.

Rose Olson

President

Jennifer DePrey

Secretary