

# 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

October 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, Michael Adams, Jennifer DePrey, Griselda Guevara-Cruz, Susan Kostick, Martin Munguia, and Paul Ryan.

President Olson confirmed quorum.

**Staff present:** Barb Adams, Melinda Armstrong, David Durante, Baha Farkish, Bryan Gabehart, Meredith Kraft, Diane Lai, Jason Latham, Janella Lewis, Rebecca Loney, Phil Spirito, 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 September 23, 2024 regular meeting minutes
- b) Approval of the October 15, 2024 special meeting minutes
- c) Approval of September 2024 payroll, benefits, and vouchers

Trustee Kostick moved the Sno-Isle Libraries Board of Trustees approve the Consent Agenda as presented. The motion passed.

## Public Comment

Former King County Library System Executive Director Lisa Rosenblum reflected on Executive Director Thompson's role as a visionary and strategic leader for Sno-Isle Libraries and expressed congratulations on her upcoming retirement.

## Unfinished Business

### Proposed 2025 Board of Trustees Regular Meeting Schedule

Trustee DePrey moved the Sno-Isle Libraries Board of Trustees adopt the 2025 regular meeting schedule as presented. Executive Director Thompson reviewed the 2025 regular meeting schedule that was previously presented at the September 23, 2024 regular meeting. The motion passed.

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## 2025 Proposed Budget

Executive Director Thompson and Finance Director Lewis presented the 2025 proposed budget, highlighting the timeline, budget goals, sources of revenues, and proposed expenditures. The Board engaged in a discussion around staffing, salaries and benefits, and use of the reserve funds. Final review and approval of the 2025 budget will occur at the November 25, 2024 Board of Trustees meeting.

## Public Hearing

### Sno-Isle Intercounty Rural Library District Operating Budget

Per RCW 84.55.120, President Olson convened the Sno-Isle Libraries annual public hearing to consider increases in the property tax revenue for the Library District's 2025 budget. The public hearing was convened at 6:21 p.m. There being no public comment, the public hearing was closed at 6:22 p.m.

## New Business

### Resolution 24-05 Regarding the Property Tax Levy

Trustee Munguia moved to adopt resolution 24-05: a resolution of the Board of Trustees of Sno-Isle Intercounty Rural Library District on the subject of increasing the property tax levy. Finance Director Lewis provided background on the process for review and approval of the property tax levy. The motion passed.

## Staff Reports

### Financial Update

Finance Director Janella Lewis presented the October 2024 financial report.

## Executive Director's Report

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

- A meeting with Mountlake Terrace Mayor Kyoko Matsumoto Wright and City Manager Jeff Niten.
- A meeting with Senator Marko Liias.
- The 2024 annual meetings for the Coupeville and Camano Island Capital Facility areas.
- The Hispanic Heritage Month celebration at the Lynnwood Library.

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- A meeting with Washington State Library Public and Tribal Library Consultant Jeanne Williams.

Executive Director Thompson closed her remarks by expressing thanks to the Board of Trustees, Leadership Team, and library district staff for supporting her leadership during her six years at Sno-Isle Libraries.

## Committee and Trustees' Reports

### Officer Nominating Committee Report

Committee Chair Adams reported that the current year's officers have agreed to serve another term. The Board will take formal action at the November 25, 2024 regular meeting.

### Sno-Isle Libraries Foundation Liaison Report

Trustee Kostick reported on the work of the Sno-Isle Libraries Foundation:

- The topics discussed at the Foundation's recent Board of Directors meeting, highlighting the following:
  - The Addendum to the Memorandum of Understanding between the Foundation and Sno-Isle Libraries.
  - A review of the proposed 2025 Foundation budget
  - A strategic planning presentation by consultant Kristin Barsness.
- A strategic planning retreat held on October 26 to develop a vision for future projects the Foundation might support and determine fundraising goals.
- The upcoming fundraiser event "Let's Talk About Food" on November 15 at the Edmonds Library.

### President's Report

President Olson thanked Executive Director Thompson for her leadership at Sno-Isle Libraries and expressed appreciation for her work with the Board of Trustees. The Board engaged in a discussion reflecting on the highlights during the years Lois Langer Thompson served as Executive Director and thanked her for her contributions to the communities in Snohomish and Island Counties.

## Adjournment

Trustee Ryan moved to adjourn the October 28, 2024 regular meeting of the Sno-Isle Libraries Board of Trustees. The motion passed. President Olson adjourned the meeting at 6:53 p.m.

*Rose Olson*

President

*Jennifer DePrey*

Secretary