



MOUNT VERNON CITY LIBRARY
315 Snoqualmie Street
Mount Vernon, WA 98273
REGULAR BOARD MEETING
Thursday, June 10th, 2021
MINUTES

5:30 P.M. – Zoom Meeting/In Person

Call to Order: 5:36 P.M.

In Attendance: Jessica Robinson-Bylund, Kalohi Clark, Lyne Olson, Joan Gordon, and Isaac Huffman were in attendance.

MINUTES:

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| A. Minutes: The minutes of the May 13th, 2021 Board Meeting were reviewed. Ms. Gordon moved that the minutes be approved as amended. Mr. Clark seconded the motion; all were in favor. | Action |
| B. Visitors: There were no visitors in attendance. | Note |
| C. Surplus Material: The surplus material for the month consisted of reference and oversized materials as the library adjusted the resource room for reopening. | Discussion |
| A. Budget Reports: Revenue: The library received our first tax payment of the year, and it was \$551,000. Right now, we're sitting at 56.69% of our budget. In a normal collection year, we'd be sitting at about 51%. Expenditures: The library has spent approximately 23% of our budget, and we are now at 41% of the year. | Discussion |
| B. Statistics: The library reported on the sizes of collections vs. other libraries in the area. The Mount Vernon City Library had added the most materials every year except in 2020, when Central Skagit purchased materials for the new building. Our circulation is generally the highest in the area. However, we will have the most impacted circulation in 2021. | Discussion |
| C. Director's Reports | Discussion |
| a. New building updates: The library did a lot on the new building over the past month. On the financial side, the city was awarded a County Economic development grant, and that added another \$500,000 to the goal. Isaac talked about some federal funding possibilities. He also talked about the need for | Discussion |

a community fundraising campaign. Isaac also discussed the project Kickoff meeting.

- b. Staffing update and the road to reopening: The library talked about the frustration level of getting hiring going and the need to hire before reopening. Isaac said he believed we would reopen before the next meeting. The library reopening will likely be gradual over many months because of the staffing constraints.
- c. Odds and Ends: Jessica asked last month about the number of outstanding items (i.e., not returned materials) we had as an institution. At the moment, the library has 132 outstanding items. This is a big improvement from the 4900 items outstanding a year ago at this time. We have got the majority of items back from the Covid closing. We talked about the great work of Andrea and her work, specifically with the school district. We talked about library cards and the work to return a user base. Isaac said realistically. He expected 2024 circulation to match 2019 circulation (A three-year recovery period).

D. Advice

- a. Policy updates
 - i. Circulation: The revisions to the fine-free section of the circulation policy were edited and handed back to staff for review if it were a possibility.
 - ii. Collection Development: A first review of the collection development policy was conducted. A number of policy updates were suggested for staff review. Recommendations will be presented at the next meeting.

E. Around the Table (trustee comments/questions)

- a. Kalohi talked about attending the Burlington Library opening.
- b. Jessica talked about RFID, how nice the building was looking, and the summer programs.
- c. Joan talked about the need to learn more about the new building project over the coming year.
- d. Lyne talked about the need to return more volunteers to the library.
- e. Frank mentioned how he wanted the library to enhance wayfinding in the library. Moving the collections presents challenges for long-term users.

F. Board Chair's Report.

G. Adjourn at 6:43 P.M.

Action

The next meeting of the Board of Trustees is
Thursday, July 8th, 2021, at 5:30 P.M.