



MOUNT VERNON CITY LIBRARY
315 Snoqualmie Street
Mount Vernon, WA 98273
REGULAR BOARD MEETING
Thursday, February 9th, 2023

Minutes

5:15P.M. – Office

AGENDA ITEMS

A. Call to order

The meeting was called to order at 5:30 P.M. Kalohi Clark, Joan Gordon, Jessica Robinson-Bylund, Lyne Olson, Christi Brua Weaver, Isaac Huffman, and Mary Hoskins-Clark attended.

Action

B. Approval of the minutes of the January 12th, 2023 Board Meeting

A few edits were made. Jessica motioned to approve. Lyne seconded. Minutes were approved.

Decision

C. Visitors

None were present.

Note

D. Public Comment (please limit to 10 minutes)

Reviewed patron note complimenting Bruce.

Comment

E. Surplus Materials

Some of the surplus materials were from weeding of the adult language learning collection. The remainder was weeded to due to poor condition.

Discussion

F. Budget Reports

We still are unable to get a budget report by period, but the vendor is working on it. In most categories we are on track, however the professional services line will be off. That is being used for both the federal lobbyist and Jen Pitner's consulting fee. We will revisit in July and the Foundation might offset the consultant's cost. We are going to purchase a 3D printer and some other equipment soon so that staff can use it and develop programs that will be used in the new building. A board member asked how the budget for vehicle repairs is estimated. It is the average cost of repair for the last couple of years, however sometimes the repair comes out of the

Discussion

Discussion

shop's budget.

G. Statistics

There is a new format for the statistics report. We eliminated a few items that we are no longer reporting which allowed space for more detailed statistics in the outreach and digital categories. We started out the year on a positive note in circulation across all collection types. Door count was just over 6,000 which is good but we would like it to be 8,000. We are a little behind in borrower categories, but this may be because of school district cards. We continue to add new resident and non-resident cards.

Report

H. Director Report

i. Construction

They began digging the foundation for the weight bearing shear walls. PSE is working on the project and the location will soon switch to a new section of the electrical grid. We are currently about 29 days behind schedule but hope to make up that time when interior work begins. The project is almost out of the ground and not over budget which is a good thing. The third tank was contaminated so we may receive Brownfield money for that.

In terms of fundraising, Sen. Patty Murray reached out and encouraged us to apply for a direct federal appropriation. We will be contacting local organizations that we work with to ask them to send letters supporting the project to the senator's office. At the state level, we are pursuing funding for the EV charging stations. Applications for waivers for the TIFIA loan Buy America program continue. Jen Pitner is researching and reaching out to local companies and big donors. The Foundation is hosting a public meeting on Sunday, February 19th to review the history of the library and its relation to the Library Commons project.

ii. General Updates

Although we are short staffed, things are going smoothly. Second interviews for the Public Services Librarian position are underway and we hope to extend an offer soon. Interviews for open part time positions are scheduled for next week.

In adult programming, we continue to have Trial by Flavor, crafts events as well as the Read Harder book club. We would like to add another book club which would meet in

the library. An Egyptian belly dancing class is scheduled for February 22nd. In youth programming, Wednesday story times are packed. Forty students participated in a paint and sip after school program at the high school. The school district cards are bringing demographically underserved populations into the library which is what we hoped for with that program.

Follow ups from last meeting:

- Narcan is available for use in emergency situations. Directions and a training video were provided to staff.
- In our statistics, VOX books are counted in the youth fiction book category. We have 152 VOX books that circulated 100 to 107 times a month.
- There is currently \$28,689 in fines but more than \$10,000 will come off this year as they age out. Fine records are kept for five years. The board discussed offering an amnesty program to encourage patrons to return books and reconnect with the library. It was suggested that we could have one this year and another after we move to the new building.

I. Decisions/Advice

i. Public Services and Youth Services Policies

Board members reviewed proposed changes to the policies and asked for clarification about the unattended children section. The policies will be updated for the Board to review at the next meeting.

J. Around the Table (trustee comments/questions)

- a. Lyne continues to get more books in the Little Free Library. She asked what could be done about the lighting situation in the library as there are some very dark sections. Isaac said that we could explore some battery powered LED lights.
- b. Joan loved that the latest library newsletter was in both English and Spanish.
- c. Jessica will be sad to miss the Foundation meeting, but she is unavailable that date.
- d. Christi asked about how many Little Free Libraries needed a new door.
- e. Kalohi asked if we could change the location of the barcode on materials. He will review meeting minutes from 2022 to

Discussion

Discussion

see if there are any outstanding items.

K. Board Chair's Report

There was no Board Chair's Report.

L. Adjourn

The meeting was adjourned at 7:03 P.M.

Report

Action

The next meeting of the Board of Trustees is
Thursday, March 9th at 5:30 P.M.