

**Upper Skagit Library District
Board of Trustees Meeting Minutes
Jan 10th, 2019, 6pm**

Location: Upper Skagit Library

Present: Bill Pfeifer, Carol McCormick, Linden Jordan, Em Beals, Gail Boggs

Others: John Boggs, Keith Alesse, Brooke Pederson, Chazlyn Lovely, Tess Carroll, Nancy Sparkowich, Becky Schmidt, Kevik Rensink

1. Em Beals called the meeting to order at 6:00pm.
2. Minutes – additions, corrections, approval – attached.
 - a) Minutes of the December 13, 2018 Board Meeting were reviewed and approved. Linden Jordan made a motion to approve the minutes. Gail Boggs seconded. Passed.
3. Public comment – no public comment.
4. Foundation – all attached.
 - a) Foundation Report
 - b) New Procedural Process for Upper Skagit Library Foundation Funding
 - c) Resignation letter from Barb Trask, USLF Treasurer
5. Financial reports – attached.
 - a) County reports – December
 - b) Expenditures and vouchers – December – Linden Jordan made a motion to approve December's vouchers 1-12072018 and 2-12142018 in the combined amount of \$21,578.44, and to approve December's payroll in the amount of \$11,156.65. Carol McCormick seconded. Passed.
 - c) Payroll - December
6. Director's report – attached.
 - a) Statistical reports – 2018 Year in Review!
 - b) New Purchases
 - c) Misc.
7. New Building Task Force update –
 - a) Roger Howard – Summary of repairs to new library building - attached.
 - b) USL Building Project Progression – Why we are where we are this January, 2019 Brooke spent some time addressing Barb Trask's concerns as stated in her resignation letter from the USLF Board. Discussion was held about lessons learned through this process and what can be done differently moving forward. Some concerted library advertising and outreach about the core services and strategic goals of the library was discussed and approved.
8. Old business

- a) 24/7 Wi-Fi Access Update – Brooke reviewed the solar powered motion sensor light options for the parking lot(s). The board agreed that the library should purchase 3 and install 2 in the upper parking lot, 1 in the lower parking lot.

9. Annual By-laws review and election of officers

- a) By-laws – The Upper Skagit Library District Bylaws were reviewed and approved. Bill Pfeifer made a motion to approve the Upper Skagit Library District Bylaws. Linden Jordan seconded. Passed.
- b) Election of Officers – Carol McCormick made a motion that board members maintain their current board offices. Gail Boggs seconded. Passed.
- c) County Auditor’s Office signers – all board members signed.

10. New business – no new business.

Next Regular Board Meeting March 14th, 2019, Upper Skagit Library, 6pm.

Adjourned at 7:10pm.

Chair

Date