

**Upper Skagit Library District  
Board of Trustees Meeting Minutes  
Feb 14th, 2019, 5pm**

Location: Upper Skagit Library

Present: Bill Pfeifer, Carol McCormick, Linden Jordan, Gail Boggs, (Em Beals – excused)

Others: John Boggs, Rich McConnell, Brooke Pederson, Loly Gomez

1. Gail Boggs called the meeting to order at 5:00pm.
2. Minutes – additions, corrections, approval – attached.
  - a) Minutes of the January 10, 2019 Board Meeting were reviewed and approved. Bill Pfeifer made a motion to approve the minutes. Linden Jordan seconded. Passed.
3. Public comment – no public comment.
4. Foundation – recent letter from Val Stafford attached.
5. Financial reports – attached.
  - a) Final 2018 Budget Report – Linden Jordan made a motion to approve the Final 2018 Budget Report. Carol McCormick seconded. Passed.
  - b) County reports – January
  - c) Expenditures and vouchers – January – Linden Jordan made a motion to approve January’s vouchers 1-01082019 and 2-01152019 in the combined amount of \$7,576.39 and to approve January’s payroll in the amount of \$12,256.64. Bill Pfeifer seconded. Passed.
  - d) Payroll - January
6. Director’s report – attached.
  - a) Strategic Plan 2018-2019 Midway Review – tabled until March’s BOT Meeting.
  - b) Statistical reports
  - c) New Purchases
  - d) Misc.
7. New Building Task Force update – Brooke reported from Roger Howard: there’s been a weather delay with Anderson Buildings work inside the building, but they have fabricated all the materials needed in their shop. They have ordered the same finish for the beams as used by the donors, but because of its expense, are trying to find an alternate matching finish. Brooke reported that during next month’s meeting she will present a review of remaining expenditures for board approval. She also asked for permission to retain a lighting/electrical consultant to give us options for lighting plans for the new building. She said one can be hired from the MRSC roster. The board agreed.
8. Old business
  - a) 24/7 Wi-Fi Access Update – Three motion sensor solar lights have been installed in the parking lot.

9. New business

- a) Mediation – Linden Jordan shared that in light of Val Stafford’s recent e-mail to the USL Board and Director stating that the Upper Skagit Library Foundation has had an executive meeting to discuss dissolution, as well as expressing disappointment with USL communication and plans, he and Em Beals have conferred and think that looking into professional mediation services would be valuable. He asked for fellow board members thoughts on moving forward with engaging a professional mediator to help us navigate through the process of improving communication between all parties. Discussion was held about the cost and logistics of hiring a mediator. All board members and staff present agreed that it would be a worthwhile and very valuable course of action. Bill Pfeifer made a motion to approve hiring professional mediation services. Carol McCormick seconded. Passed.

Next Regular Board Meeting March 14<sup>th</sup>, 6pm, 2019, Upper Skagit Library

Adjourned at 5:40pm.

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Chair

Date