

**Upper Skagit Library District  
Board of Trustees Meeting Minutes  
March 14th, 2019, 6pm**

Location: Upper Skagit Library

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

Others: Brooke Pederson, Keith Alesse, Tess Carroll, Loly Gomez, Chazlyn Lovely, Nancy Sparkowich, Dawn Lovely

1. Em Beals called the meeting to order at 6pm.
2. Minutes – additions, corrections, approval – attached.
  - a) Minutes of the February 14, 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 – Agenda from the Foundation’s recent Executive Board meeting attached, as well as their Resolution to Dissolve the Upper Skagit Library Foundation. Gail Boggs attended the meeting and reported that the Foundation Executive Board voted unanimously to dissolve. She said that further discussion was held at the meeting about how to distribute the remaining funds to various library projects and programs. The Foundation will have their Annual Membership Meeting on March 26<sup>th</sup>, 7pm, at the Concrete Theatre.
5. Financial reports – attached.
  - a) County reports – February
  - b) Expenditures and vouchers – February – Bill Pfeifer made a comment that he would still like to see annual bonuses for staff. Linden Jordan made a motion to approve February’s vouchers 1-02072019 and 2-02192019 in the combined amount of \$8,393.79 and to approve February’s payroll in the amount of \$11,086.30. Carol McCormick seconded. Passed.
  - c) Payroll - February
6. Director’s report – attached.
  - a) Strategic Plan 2018-2019 Midway Review – attached.
  - b) Rebranding considerations – New logo options were presented. Loly Gomez gave all present a tour of USL’s new website design. Discussion was held about how users engage a website and what services users are looking for on our website.
  - c) Statistical reports
  - d) New Purchases
  - e) Misc.
7. New Building Task Force update – Brooke commented that the new building expenditure review and projects remaining will be the major topic of the upcoming Annual Board Retreat.

8. Old business

- a) Mediation – Linden Jordan reported that a contract has been drawn up with Mary Dumas of Dumas & Associates, Inc. It will be reviewed by both parties.

9. New business

- a) Set Annual Meeting Schedule (Topic: Board review of remaining new building expenditures) – Board members settled on Friday, April 5<sup>th</sup>, 1-4pm. Brooke and staff will advertise the public meeting accordingly.
- b) Brooke Pederson Resignation – attached. Brooke proposed that she continue to work part time/hourly for the library to help with the transition to a new director and to the new building. All board members agreed. Brooke commented that Joy Neal is available to help with the new director search as a consultant if needed.

Next Regular Board Meeting April 11, 6pm, 2019, Upper Skagit Library

Adjourned at 7pm.

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Chair

Date