

**Upper Skagit Library District
Board of Trustees Meeting Minutes
May 9th, 2019, 6pm**

Location: New Upper Skagit Library, 45952 Main St.

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

Others: Tess Carroll, Chazlyn Lovely, Nancy Sparkowich, Loly Gomez, Dawn Lovely, John Boggs, Keith Alesse, Val Stafford, Becky Schmidt, Loren Schmidt, Barb Trask, Ger Van den Engh, Russ Dalton, Tara McGown, Cindy Myatt, Michelle Coda, Beth Easterday, Ginger Krisity, Nicola Murray, Ingeborg Hightower, Laurie Thomas, Connie McCloud, Lisa and Mike Janicki, Joy Neal, Betty Seguin, Bill and Leatha Sullivan

1. Em Beals called the meeting to order at 6pm.
2. Minutes – additions, corrections, approval –
 - a) Minutes of the April 11, 2019 Board Meeting were reviewed and approved. Bill Pfeifer made a motion to approve the minutes. Linden Jordan seconded. Passed.
3. Library Director Search – Joy Neal probed the Board of Trustees for their timeline on hiring a new director and reviewed her role in the process. She asked that an email be sent to her with all of the Board of Trustee’s emails so that she could send them all the particulars on the applicants.
4. Public comment-New Library Building Progress
 - a) Ger Van den Engh made a presentation on his understanding of an early proposed lighting draft for the new building. A hard copy of his presentation was entered into the record.
 - b) Nicola Pearson inquired as to if there was a general date for move-in to the new building that could be given by the Board of Trustees to the public. Em Beals responded that as soon as the building is complete we will move in.
 - c) Becky Schmidt commented that her understanding on the lighting draft was that it had been approved by Roger Howard.
 - d) Barb Trask reminded the Board on the Library’s finances and how they should be spent/not spent. A copy of her presentation was entered into the record.
5. Foundation – Val Stafford read a letter of USLF’s activities in the previous 30 days – a copy was entered into the record. Linden Jordan asked that the last paragraph of Valerie Stafford’s letter be said back to her from the Board of Trustees. Em Beals requested that the Library Foundation have a representative attend all board meetings.
6. Financial reports
 - a) County reports – April
 - b) Expenditures and vouchers – April – Bill Pfeifer made a motion to approve April’s vouchers 1-04092019 and 2-04162019 in the combined amount of \$47,178.94 and to approve April’s payroll in the amount of \$14,291.16. Linden Jordan seconded. Passed.
 - c) Payroll - April

7. Director/Staff report – attached.
 - a) Statistical reports
 - b) New Purchases
 - c) Staff reports/Survey/Hardwire Internet Justification
 - d) Misc.

8. New Building Task Force update – John Boggs read from an email correspondence from Linda Gallagher at MRSC regarding RCWs and procedures for public works projects - attached. Em Beals read from the Task Force Update – all documents attached.

9. Old business – no old business.

10. New business
 - a) Electrical Engineering Personal Services Agreement – reviewed and approved. Linden Jordan made a motion to approve the Electrical Engineering Personal Services Agreement with K-Engineers. Bill Pfeifer seconded. Passed.
 - b) Resolution 2-2019 USL Change Fund – reviewed and approved. Linden Jordan made a motion to approve Resolution 2-219 USL Change Fund. Bill Pfeifer seconded. Passed.

Next Regular Board Meeting June 13, 6pm, 2019, Upper Skagit Library

Adjourned at 8:17pm.

Chair

Date