

UPPER SKAGIT LIBRARY BOARD OF TRUSTEES MINUTES

August 13, 2020

Location: Upper Skagit Library Via Zoom

Present:

Board Members: Jeff Maher, Linden Jordan, Mary Blythe, Kevin Crozier and Keith Alesse. Amanda Perez, Chazlyn Lovely, Loly Gomez, Betty Sequin and Dawn Lovely.

1. **Call to Order:** Acting Chair Kevin Crozier called the meeting to order at 6 pm. Jeff Maher was running late. A quorum was present.
2. **Minutes:**
 - a. Minutes for the July 9th, 2020 regular Board Meeting -Mary Blyth moved to accept the minutes. Keith Alesse seconded. Motion carried. NOTE: Keith Alesse has received his letter confirming that he is now appointed to the Board.
 - b. Minutes for the July 30, 2020 Special Meeting- Mary raised a question as to our ability to make final decisions in a Special Meeting. Keith informed her that we can do so. Keith moved to accept the minutes. Mary seconded. Motion carried.
3. **Public Comments:**none.
4. **Foundation Report:**
 - a. Keith reported that he had renewed the mailbox for another year. He will try to transfer the key to another active Foundation Member.
 - b. John Boggs will bring Keith three boxes of foundation information which he will take custody of.
5. **Friends of the USLD:**
 - a. Mary reported that the Friends made \$480.00 through the Thrift book sales.
 - b. Mary indicated that she owes the Friends \$50.00 for a book she purchased.
 - c. She also said that the group intends to pay \$400.00 to the USLD for Children's Programs. She wanted to check the minutes to make sure about this disbursement.
6. **Financial Reports:**Attached. NOTE: the payroll benefits documentation has not yet been received from the County. This information will be included in next month's report.
 - a. County Reports-July.
 - b. Expenditures and Vouchers-July.
 - c. Payroll-July.
 - Linden moved to accept the Financial Reports. Keith seconded the motion. The motion carried.
7. **Director's Report:** Attached.
 - a. Statistical Reports-attached.
 - b. Hlghlights-

someone from the community has proved unsuccessful. If anyone knows of someone that would be suitable, please let Kevin know.

- b. Online Board Training-this can be done at home online. Proof of completion must be sent to Amanda.


11. Public Comment: none.

12. General Wrap Up

- a. Betty Seguin arrived late to the meeting. She gave a report which basically affirmed what Mary had already said.
- b. Kevin reviewed the announcement of the final bid acceptance procedure. Bids are received, analyzed by SHKS, lowest bid by a qualified bidder will be selected, afterwhich the bid will be recommended to the Board for approval.
- c. Jeff asked about any modification to our use of Robert's Rules of Order per our discussion last board member. This was tabled for the Board Retreat.
- d. Linden did a general pep talk congratulating on everyone for getting to this point and moving forward with the move. He also recommended a book to the Board Members and the Staff called Remarkable Leaders by Kevin Eikenberry. He stated that this would help in building a more effective team overall and preparing us for challenges as we move forward.
- e. Mary commissioned all of our support for Amanda in enforcing the mask requirements. A big thank you to Sally Pfeifer who donated dozens of free masks for Library patrons. They are much appreciated. Mary also talked about how great the kits project for children is and how much the community is appreciating this.

Mary Blyth moved to adjourn. Keith Alesse seconded. Motion carried. Meeting was adjourned at 7:03 pm.

The next regular board meeting will be August 10, 2020 at 6:00 pm via Zoom.


Secretary

10/3/20
Date