

# FORT VANCOUVER REGIONAL LIBRARY DISTRICT

## Board of Trustees Public Meeting

June 17, 2019

### ATTENDEES

*Board Members:* Brian Carrico presiding, Bill Yee, Sandra Day, Jane Higgins, Portia Masterson, Kelly Smith, Dave Mercier

*Administrative Team:* Amelia Shelley, Executive Director; Dave Josephson, Facilities Director; Christine Witte, Finance Director; Lynne Caldwell, Collection & Technology Services Director; Tak Kendrick, Communications & Marketing Director; Lee Strehlow, Human Resources Director; Amy Lee, Public Services Director; Erin Krake, Branch Manager; Recording: Sami Bretherton, Executive Assistant

### 1. CALL TO ORDER

Chair Carrico called the meeting to order at 6:00 p.m. at the Goldendale Community Library noting that an Executive Session was not held prior to this meeting.

### 2. AGENDA

**MOTION:** Bill Yee moved and Jane Higgins seconded approval of the agenda as presented. The motion carried unanimously.

### 3. CHAIR ANNOUNCEMENTS

Chair Carrico welcomed everyone to the meeting and thanked Goldendale staff and Friends for hosting us. Chair Carrico introduced Dave Mercier, new Trustee representing Clark County. Dave Mercier shared that he will abstain from any voting at this meeting.

### 4. CITIZEN COMMENTS

Tevis Laspas/Ridgefield

Fundraising Activity Updates:

- Fundraiser – 3 Peaks, June 29 6-10pm
- Golf tournament – Tri-Mountain Golf Course, Oct 6; sponsorship levels still available

Sarah Bartell/Goldendale

Supports Drag Queen Story Hour (DQSH); parents can choose if they want their child to attend.

Gabriel Ogle/Goldendale

Supports DQSH. Diversity is an important part of the community. It allows kids to see different expressions of life. Why say no to reading? It doesn't matter who reads the stories.

Rod Smith/Goldendale

Opposed to DQSH. It is the responsibility of adults to provide children with good role models. Our nation is based on what is right and wrong and this is perversion. Smith said that laws and society don't make DQSH the "right" thing to do.

Kristina Smith/Goldendale

Opposed to DQSH. Mother of 3 young children; loves the library; opposed to someone deciding what type of lifestyles my child is exposed to. Background checks means your child is safe and this is not safe. Drag YouTube video is pornography; do this on your own time and not with public funds; don't bring it in.

Chair Carrico noted that concerned patrons are welcome to contact Amelia Shelley for more info on DQSH.

## 5. REPORTS

### 5.1 Branch Report: Erin Krake

Highlights from Erin's report include:

- Jan - Apr 2019 visits: 20,5032
- First time checkouts: 25,454
- New library cards: 154
- Programs: 77
- 2019 budget: 479,338
- Programs supporting student success include: Storytimes; Learn & Play; Summer Reading; Crafty Kids; student art show; tech week; games.
- Building Connected Communities events include:
- Speaker series: Speakers from the local area such as the Observatory, Fish & Wildlife; book groups; movie nights; Living Well series.
- Community partnerships include: 4H; WSU Extension; Gorge Early Learning; Maryhill Museum; Klickitat County parks & rec; Mid-Columbia Children's Council
- Friends of Goldendale contributions include: fundraising; program sponsorship; art exhibits; annual Ice Cream Social (Aug 15); book basket outreach; publishing a member newsletter (6 times a year); staff appreciation and supporting the FVRL Board meeting.

### 5.2 Facilities Report: Dave Josephson

Highlights include:

- Ridgefield kick-off meeting held
- Stevenson gallery paneling is done. Friends are purchasing new track lighting.
- Battle Ground parking lot RFP has been released.
- Goldendale roof parapet RFP has been released.
- All buildings will be getting new air filters, which is a big project for the facilities team.

### 5.3 Executive Director's Report: Amelia Shelley

May/June activities include:

- Sponsored Van Talks at the Kiggins
- Parades participated in: Hazel Dell, Three Creeks, Woodland, and La Center
- Christian story time (non-sponsored) program at Battle Ground Library - 10 kids participated.
- Insurance increases (and cancellations)
  - Earthquake insurance cancelled. Liberty Mutual has ceased covering earthquake coverage altogether so we had to go to market.
  - Currently using Biggs Insurance
    - State municipality pool that we could consider joining but we hope if we submit an RFP we will get responses.
- Prime Time Family Reading Time

Current projects include:

- Ridgefield - next round of public design meetings in August
- FVRL Operations Center - continued discussions with City and VPS
- La Center lease agreement underway
- Washougal donation agreement
- State Capital grant for Yale, revised documents
- LEAN for Finance with the State Auditor's Office for Innovation

Upcoming events include:

- Primetime Family Reading Time in the Gorge - dual-language program (English/Spanish)
- Pride in the Park
- Share summer food sites
- Yale Board meeting

- Purpose discussion/trust training wrap-up

Special acknowledgement for Three Creeks Community Library awards:

- Felida Neighborhood Assoc. Community Partners
  - Golden Eagle Award:
    - TC Library staff: Barbara, Karen, Matt, McKenzie, Susan, Quill, Jeff, Pai, Elizabeth, Andrew, Delores, Lindsay, Linn and Heather
  - Silver Eagle Award: Barbara Jorgenson

#### 5.4 Finance Report: Amelia Shelley

The County's finance system migration is not complete therefore our financials are still draft as they have not yet been certified by the County. The estimated cash balance at the end of May was \$20,231,632. The operational reserves were \$11,064,079. Total revenue is 49.90% and total expenses are 36.94% of budget.

#### 5.5 FVRL Foundation Report: Rick Smithrud

Highlights include:

- The Foundation received a \$119,329.53 bequest for the Friends of La Center Library.
- Friends groups added to their investment accounts: Ridgefield Friends added \$10,500, Woodland Friends added \$5,000, and Washougal Friends added \$4,000.
- The Foundation received a \$1,000 contribution from a private charitable fund.
- D.A. Davidson made a \$1,000 donation to the Foundation.
- The Foundation was the recipient of a \$880 "Charity of Choice" contribution from Burns and McDonnell.

### 6. CONSENT AGENDA

#### 6.1 Minutes – May 20, 2019 meeting

#### 6.2 FVRL Expenditures: Reviewed by Sandra Day in the amount of \$2,366,846.09

**MOTION:** Jane Higgins moved and Sandra Day seconded approval of the Consent Agenda as presented. The motion carried unanimously.

### 7. BUSINESS

#### 7.1 Vision Statement

Amelia Shelley asked the Board to participate in the process of developing/refining our Purpose Statement. They are asked to answer the questions: Who do we serve? Who do we serve well? What does the library mean to you?

7.2 Surplus List agenda item was an error on agenda. This will be brought to the next Board meeting.

#### 7.3 Reserve Plan Recommendation

Reserve recommendations were reviewed and discussed. This was a second reading. Shelley had made changes requested by the Board at the May meeting.

**MOTION:** Sandra Day moved and Jane Higgins seconded adoption of the Reserve Plan recommendation of \$1,618,809.

#### 7.4 2020 Budget Calendar

**MOTION:** Jane Higgins moved and Sandra Day seconded approval of the 2020 Budget Calendar as presented. The motion carried unanimously.

**7.5 2020 Budget Preview**

Overview of 2020 budget discussed:

- FMLA new Washington requirements is missing from proposed budget.
- We are waiting for final bill from Biggs Insurance to estimate 2020 costs.

**8. BOARD COMMENTS**

Chair Carrico welcomed Dave Mercier to the Board and looks forward to working together. Jane Higgins commended Goldendale Friends' treasurer for attending the Foundation workshops at the Operations Center. Bill Yee said that it is a pleasure to visit Goldendale.


**9. NEXT REGULAR MEETING**

The next meeting is Monday, July 15, 2019 at White Salmon Community Library.

**10. ADJOURNMENT**

The meeting adjourned at 7:40 p.m.

Approved:

  
\_\_\_\_\_  
Bill Yee, Vice Chair

7-15-19  
Date

  
\_\_\_\_\_  
Sandra Day, Secretary

7-15-2019  
Date