

FORT VANCOUVER REGIONAL LIBRARY DISTRICT
Board of Trustees Public Meeting
July 15, 2019

ATTENDEES

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

Administrative Team: Amelia Shelley, Executive Director; Dave Josephson, Facilities Director; Christine Witte, Finance Director; Lee Strehlow, Human Resources Director; Amy Lee, Public Services Director; Ruth Shafer, Branch Manager; Recording: Sami Bretherton, Executive Assistant

4:35-5:05 p.m. Executive Session

Topic: Real Estate: RCW 42.30.110 (1) (b) (c); Legal: RCW 42.30.110 (1) (i)

1. **CALL TO ORDER**

Vice Chair Yee called the meeting to order at 6:00 p.m. at the White Salmon Valley Community Library noting that an Executive Session was held prior at 4:35 p.m.

2. **AGENDA**

MOTION: Sandra Day moved and Kelly Smith seconded approval of the agenda as presented. The motion carried unanimously.

3. **CHAIR ANNOUNCEMENTS**

Vice Chair Yee welcomed everyone to the meeting and thanked the Friends of White Salmon Library for the meal and hospitality.

4. **PUBLIC COMMENTS**

- Shari Bosler shared information on upcoming Koobdooga event about Mt St. Helens.
- Tevis Laspa of Ridgefield discussed upcoming fundraising activities and events.
- Quill Onstead spoke on the importance and value of diversity in their life and is in favor of Drag Queen Story Hour (DQSH).
- Eduard Goncharuk spoke in opposition of DQSH.
- Jerry Blacklock spoke in opposition of DQSH.
- Tina Lambert spoke in opposition of DQSH.
- Liz spoke in opposition of DQSH.
- Sofiya Baranets spoke in opposition of DQSH.
- Gary Wilson spoke in opposition of DQSH.
- Caitlin Cray spoke in favor of the library and our diverse programs.

5. **REPORTS**

5.1 Branch Report: Ruth Shafer

Ruth Shafer's report highlighted Friends support for the library including events and programs they have supported. Also highlighted was some of the library's work with community partnerships, teen and children services programs including films in the library.

5.2 Facilities Report: Dave Josephson

Dave Josephson gave an update on maintenance work done for the libraries throughout the district, Request for Proposal (RFP) in process and an update on Ridgefield building plans.

5.3 Executive Director's Report: Amelia Shelley

Current projects

- Ridgefield - Schematic design, next round of public design meetings in August
- Washougal - Donation agreement in the works
- Woodland - Request for Qualifications (RFQ) for conceptual design serves released 7/15
- FVRL Operations Center - Continued discussions with the City of Vancouver and Vancouver Public Schools (VPS)
- Operations Center Space Evaluation RFQ due 7/25
- La Center lease progress
- Yale - Price Foundation grant \$25,000, estimating and rebid package

June/July activities

- Saturday in the Park Pride - Vancouver
- Summer reading
- Insurance renewals
- New WA Fair Labor Standards Act (FLSA) standards - budget impact 2020; rules are still being finalized
- Board Committee appointments

Upcoming events

- Celebrate Your Senses - July 16-28 - 4 - 8 pm - Latte Da Coffeehouse (Vancouver)
- Hot Summer Nights Beer Garden - Aug. 9, 6 - 8 pm (Woodland - Sprooze)
- Book Sales - Vancouver (Aug. 2 - 3) and Ridgefield (Aug. 3)
- Yale Valley Ice Cream Social - Aug. 10 - 2 to 4 pm (Yale Elementary School)
- Ice Cream Social - Aug. 15 - 6 - 7 pm (Goldendale Library)
- Dinner in White - Sept. 8 (Washougal)

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. Amelia Shelley spoke with the county this week and was told they will have a solution in one week. The estimated cash balance at the end of June was \$18,409,721. The operational reserves were \$9,242,168. Total revenue is \$27,484,208 and total expenses are 45% of budget.

6. **CONSENT AGENDA**

6.1 Minutes – June 17, 2019 meeting

6.2 FVRL Expenditures: Reviewed by Jane Higgins in the amount of \$2,247,451.35

6.3 Surplus List – Resolution 2019-7

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 and refining our Purpose Statement. An overview of staff and board survey results was presented. The Board was asked to consider these questions and provide their thoughts to Amelia Shelley on these questions: 1) Does the vision speak to the purpose and mission? 2) What do you want for FVRL? and 3) Where are we going?

7.2 Cash Reserve Plan – Resolution 2019-6

MOTION: Sandra Day moved and Kelly Smith seconded approval of the cash reserve plan as presented. The motion carried unanimously.

7.3 White Salmon Lease Renewal

A draft of the White Salmon Community Library lease was shared. It is in negotiations and will be brought before the Board again at the August meeting.

7.4 Annual Financial Reports – FVRL/VLCFA/TCLCFA

Board members were given the opportunity to review the FVRL, Vancouver Library Capital Facility Area (VLCFA), and Three Creeks Library Capital Facility Area (TCLCFA) annual reports that are filed with the state.

MOTION: Jane Higgins moved and Sandra Day seconded acceptance of the annual reports. The motion carried unanimously.

7.5 Policy Committee Report

Amelia Shelley updated the Board on the structure of the Policy Committee going forward to include staff as advisors to the committee members as well as formalizing the FVRL policy policies format.

8. **BOARD COMMENTS**

Vice Chair Yee thanked the Friends and the public for attending the meeting. Sandra Day will review MRSC guidelines regarding public meeting protocol around the explicit graphics shown during the meeting while children were present. The Board thanked Ruth Shafer for her great work.

9. **NEXT REGULAR MEETING**

The next meeting is Monday, August 19, 2019 at Ridgefield Community Center.

10. **ADJOURNMENT**

The meeting adjourned at 7:20 p.m.

Approved: *Jane Higgins*
Bill Yee, Vice-Chair *Jane Higgins*
Sandra Day
Sandra Day, Secretary

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