

FORT VANCOUVER REGIONAL LIBRARY DISTRICT

Board of Trustees Public Meeting

January 21, 2020

ATTENDEES

Board Members: Chair Brian Carrico, Kelly Smith, Sandra Day, Jane Higgins, Dave Mercier, Kate Maple
Special Guest: Mary Ann Duncan-Cole, Board member still to be seated.

Administrative Team: Amelia Shelley, Executive Director; Lynne Caldwell, Collection & Technology Services Director; Dave Josephson, Facilities Director; Tak Kendrick, Communications & Marketing Director; Amy Lee, Public Services Director; Lee Strehlow, Human Resources Director; Carrie Greenwood, Finance Director; Mary Abler, Cascade Park Branch Manager; Brandon Cruz, Vancouver Mall Branch Manager; Recording: Sami Bretherton, Executive Assistant

4:15pm Executive Session

Topics: Personnel: RCW 42.30.110 (g) and Real Estate: RCW 42.30.110 (1) (b) (c)

1. **CALL TO ORDER**

Chair Carrico called the meeting to order at 6:00 p.m. at the Cascade Park Community Library noting that an Executive Session was held prior at 4:15 pm.

2. **AGENDA**

MOTION: Dave Mercier moved and Jane Higgins seconded approval of the agenda as presented. The motion carried unanimously.

3. **CHAIR ANNOUNCEMENTS**

Chair Carrico thanked the Friends of Cascade Park Community Library for providing the dinner and for their support of the meeting and the library. Chair Carrico thanked the Cascade Park library staff for their support. Sandi Babbitt and Ruth Chamberlin, Friends of the Cascade Park Library, were introduced and spoke in support of the library. Chair Carrico thanked the Friends for their volunteer efforts. Chair Carrico recognized the newly seated Klickitat Board Member, Kate Maple.

4. **REPORTS**

4.1 Branch Manager's Report: Mary Abler

Highlights from Mary Abler's 2019 report include:

- Teresa Torres, Branch Manager retirement
- Total circulation (including renewals) = 940,516
 - More than 500,000 first-time checkouts
 - 22% of the district's checkouts
 - Up 20% over 2018 circulation
- Over 400,000 visitors; 1,000 programs a year with 18,000 attendees
- 10th Year Library Anniversary
- The addition of a 3-D Printer
- \$12,000 of support from the Today Foundation
- Programs highlighted included Generation Storytime; Creature Feature; Community Baby Shower, Becoming American, Adult Crafting, and the harps music circle emphasizing a culture of innovation.
- Cascade Park closure information for refresh:
 - The library will be closed January 27-February 17, 2020.

- The grand reopening event will be Saturday, February 22, 2020 10:30am -12pm.
- See library website for details on program cancellations and off-site storytime information as well as holds pickup and book return information during the closure dates.

4.2 Facilities Manager's Report: Dave Josephson

Dave Josephson's report includes:

- Cascade Park Community Library refresh update including a preplanning meeting bringing all contractors together for one integrated work plan to streamline the effort.
- Custodial rollover every 3 years; new contractors in place
- Fire inspections
- Stevenson and White Salmon libraries' snow removal efforts and weather related route closures

4.3 Finance Manager's Report: Carrie Greenwood

The cash balance at the end of December 2019 was \$17,142,550. The operational reserves were \$7,992,439. Total revenue is \$26,309,980 and total expenses are \$25,383,955 which is 96.69% of budget.

4.4 Executive Director's Report: Amelia Shelley

District Successes in 2019: Overall circulation: 17% increase (By county: Clark 15%; Cowlitz 24%; Klickitat 24%; Skamania 20%; Digital 23%); Lean for Public Works; For Your Improvement (FYI) – talent assessment tool for non-represented staff; Core Services Outcomes and Benchmarks

Supporting Student Success: ConnectFVRL program with over 40,000 e-cards memberships throughout the district; Grow a Reader take home kits

Build Community Connections: An overview of the various community partnerships including: Circle of Peace, Clark County Juvenile Justice Center, Clark County Census Complete Count Committee, Vancouver Public Schools, Council for the Homeless, League of Women Voters, Peace Health NICU.

Fostering A Culture of Innovation: Purchased a Lending Machine with placement in process as a new type of library access opportunity; developed sensory and low vision kits for all locations; IT upgrades; Kanopy; Consumer Reports Online

2019 District Challenges: 6000+ total library programs; 2300 storytimes for preschool aged children; Background checks on performers; Macmillan embargo of new ebook titles; Lynda.com changes to privacy; Washington Public Employees Association compensation (WPEA) - 5% retroactive to 1/1/19 and 3% increase starting 1/1/20; Operations Center construction project

2020 Work Plans: FVRL Connects; Core Services Benchmarks and Outcomes; 2020 Census; Civic Engagement; Summer Learning; Strategic Planning; 70th Anniversary; Diversity, Equity and Inclusion - policies and programming; Self-check software; Emergency Preparedness planning and procedures; 2020 Facilities projects: Cascade Park; Ridgefield; Woodland; Washougal

5. **CONSENT AGENDA**

5.1 Minutes – December 16, 2019 meeting

5.2 FVRL Expenditures - \$2,246,637.45: Reviewed by Jane Higgins

MOTION: Jane Higgins moved and Kelly Smith seconded approval of the Consent Agenda as presented. The motion carried unanimously.

6. **BUSINESS**

6.1 Purchasing and Procurement Policy – First Reading

The most immediate need is to update the policy to match current requirements in the Revised Code of Washington. Public Works compliance is a time sensitive and essential process that takes the focus of several individuals within FVRL to ensure that our vendors are compliant with the law and that we are able to compensate them for their work in an appropriate manner.

Action Requested: This is a first reading of a draft policy. Staff is looking for direction from the Board on the revision of this policy toward a simplified format.

6.2 Non-represented staff and Executive Director Compensation: Resolution 2020-01

Administration requests that the Board supports a 2% pay increase for non-represented employees and the Board of Trustees to increase the Executive Director compensation in the amount of 2% effective January 1, 2020. Amendments to the resolution are noted in the motion below.

Lee Strehlow, HR Director, outlined the FYI program - a new talent assessment tool that will be put in place going forward for non-represented staff. It includes competencies and benchmarks designed to obtain “talented status” by year 5 with a focus on personal development. To achieve “talented” status, set goals must be met and demonstration of competencies achieved.

MOTION: Jane Higgins moved and Sandra Day seconded approval of Resolution 2020-01 authorizing the Executive Director to make pay adjustments as she deems appropriate for non-represented staff and that the effective date for the Executive Director compensation adjustment be revised to October 12, 2019. The motion carried unanimously.

7. **PUBLIC COMMENTS**

- Randall L Rathbun/Vancouver opposes Drag Queen Story Hour (DQSH) in the library.
- Kathy Winters/Ridgefield highlights two upcoming fundraising events:
 - Valentine’s Day prime rib dinner and wine tasting at Gouger Winery Feb 14, 6:30pm, \$75
 - High Tea at Myrtle’s Tea House, Feb 22, two seatings 12:30pm and 2:00pm, \$50 each. All the money goes to the Friends; the owner of Myrtle’s Tea House is donating all the food.
- Merrie Thompson/Washougal promoted an upcoming book sale.
- Dawn Land/Clark County opposes DQSH in the library.
- Gary Wilson/Vancouver opposes DQSH in the library.
- Dr. Joe Eanni/Vancouver opposes DQSH in the library.
- Paul Kraft/Vancouver opposes DQSH in the library.
- Piper McEwen/Clark County opposes DQSH in the library.
- Lynn Winslow/Vancouver opposes DQSH in the library.
- Quill Onstead/Vancouver supports DQSH in the library and asks the Board to make a public statement against homophobia, transphobia, and reaffirm that FVRLibraries stands with its LGBTQ+ patrons, staff and community.
- Dawn Seaver/Clark County opposes DQSH in the library.
- Dr. Greg Romine/Vancouver opposes DQSH in the library.
- Velvet S Busch opposes DQSH in the library.
- Diane Reddington opposes DQSH in the library.
- Joshua Bradley/Washougal opposes DQSH in the library.
- Dr. Milton Alvarez/Camas opposes DQSH in the library.

8. **BOARD COMMENTS**

Chair Carrico introduced Mary Ann Duncan-Cole, Board member still to be seated who attended the meeting as a guest. Board Member, Jane Higgins, made this statement to the Drag Queen Story Hour (DQSH) speakers:

"As we are on the eve of the second year of our relationship, I would like to make a few brief observations. The Board has listened carefully to your presentations. We respect your right to object to the DQSH programming. FVRLibraries has made changes in response to your voices. Yet, we don't hear recognition from you for the impact you have made.

First, DQSH was a recognition that we need to do more to welcome diversity and to show the library as a welcoming place for everyone. We have acknowledged that we could have handled the whole thing better. We have hired a consultant to help us develop a district-wide plan for diversity, equity and inclusion for populations such as the deaf, the blind, minority populations and other diverse groups. Perhaps you haven't noticed this change that was announced a couple of meetings ago.

Second, members of your group keep saying that we would not allow Bible Story hours in our branches. For the record there have been three Bible Story hours at our Battle Ground branch since last summer. Surely your children or children you care about attended these so you have to know the truth. Why not acknowledge it publicly? When Battle Ground Council person Shauna Walters spoke at our Trustee meeting in Battle Ground in September, she said that she doubted we would allow Bible Story times in the library. How could she not know that a Bible Story hour had been presented in that very room a mere few weeks before? So please update your facts about FVRL.

Third, it has been reported for at least two months now that we are doing background checks on all speakers, presenters, and performers for all library sponsored programs. Right now our volunteer office is busy clearing all of the regular presenters and performers at our Summer Reading programs. Your voices are being heard.

So as we go forward, please read our minutes and policies so you know your facts about FVRL. Check the truthfulness of the things you are told by others."

9. **NEXT REGULAR MEETING**

The next meeting is February 18, 2020 at FVRL Operations Center.

10. **ADJOURNMENT**

The meeting adjourned at 7:50 p.m.

Approved: _____

Brian Carrico, Chairman

02/18/2020

Date

Kelly Smith
Kelly Smith, Vice Chair

2/18/2020

Date