

# FORT VANCOUVER REGIONAL LIBRARY DISTRICT Board of Trustees Public Meeting

*October 9, 2020*

## 1. CALL TO ORDER

Chair Brian Carrico called the meeting to order at 6:08 p.m.

### **ATTENDEES**

Board members: Brian Carrico, Sandra Day, Kelly Smith, Kate Maple, Jane Higgins

Absent: Mary Ann Duncan-Cole

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; Recording: Sami Bretherton, Executive Assistant

## 2. AGENDA

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

## 3. Emergency Declaration

Amelia Shelley presented an overview of the FVRL Operations Center flood, its impact and recovery. Jane Higgins asked where the mail is going. Mail is being rerouted to Cascade Park temporarily. Kelly Smith asked if there was damage upstairs. Not yet, but the assessor feels we are okay. We are waiting for the industrial hygienist's advice regarding mold growth etc. Sandra Day said that we just renewed the lease with the City of Vancouver. Does the lease say anything about loss of building? No, the lease doesn't speak spec to loss of use. We have an ongoing conversation with the City of Vancouver. The city has not shown up yet to our knowledge. Government leases have clauses of loss of use for leased property. Amelia Shelley provided the lease for review to the insurance provider and she will also review it closely. Kelly Smith asked about a new space. Amelia Shelley said that FVRL will rent a 10,000 sq ft building that is already furnished in SE Vancouver. Chair Carrico asked if FVRL is tracking this time. Amelia Shelley said that we have set up fund codes and are working with ADP to code emergency closure time to the same department so it will fall under flood codes. Loss of service (beyond time) hasn't been discussed yet. Jane Higgins noted that 2020 archiving will be important. It will be a significant year in oral histories. Amelia Shelley shared that we have created a page on the Source (FVRL intranet) for flood information and activities.

## 4. BUSINESS

Resolution 2020-8: FVRL Emergency Declaration

Amelia Shelley gave an overview of the state statute for emergency situations and waiving of competitive bidding to continue to serve the public and recover as efficiently as we can. The Trustees discussed the RCW definition of emergency and FVRL fits that definition. FVRL also has this clause in our purchasing and procurement policy.

**MOTION:** Kate Maple moved and Jane Higgins seconded approval of Resolution 2020-8 as presented. The motion carried unanimously via roll call.

**5. BOARD COMMENTS**

Chair Carrico thanked Amelia Shelley and staff for their work. Amelia Shelley gave thanks to Jay McCuiston and Dave Josephson and the Administrative team for their efforts.

**6. NEXT REGULAR MEETING**

The next meeting is Monday, October 19, 2020, Virtual Meeting

**7. ADJOURNMENT**

The meeting adjourned at 6:48 p.m.

**Approved:**

*Brian Carrico*  
Brian Carrico (Oct 28, 2020 07:53 PDT)

Oct 28, 2020

Brian Carrico, Chair

Date

*Sandra Day*  
Sandra Day (Oct 22, 2020 09:38 PDT)

Oct 22, 2020

Sandra Day, Secretary

Date

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