

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT
Board of Trustees Public Meeting**

April 15, 2019

1. **CALL TO ORDER**

Chair Brian Carrico called the meeting to order at 4:30 p.m. at the Washougal Community Center and moved the meeting immediately into an executive session to discuss the topic of Real Estate: RCW 42.30.110 (1) (b) (c). Executive session ended at 4:45 p.m. with no action taken. Chair Carrico convened the regular meeting at 6:00 p.m.

ATTENDEES

Board members: Brian Carrico, presiding, Bill Yee, Jane Higgins, Portia Masterson, Kelly Smith
Excused: Sandra Day

Administrative Team: Amelia Shelley, Executive Director; Lynne Caldwell, Collection & Technology Services Director; Dave Josephson, Facilities Director; Justin Keeler, Outreach & Community Partnerships Director; Tak Kendrick, Communications & Marketing Director; Amy Lee, Public Services Director; Lee Strehlow, Human Resources Director; Christine Witte, Finance Director; Rachael Ries, Washougal Community Library Branch Manager; Recording: Sami Bretherton, Executive Assistant; Kelly Lamm, Vancouver Community Library Branch Manager

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 mentioned that the Revolutionary Reads event with Cory Doctorow was interesting and well attended. Thanks to the staff and the FVRL Foundation which supported the event. Last week was National Library Week and FVRL had more than 100 events during the week that were well attended. To end the week, FVRL partnered with the Kiggins Theater in Vancouver for a showing of the new movie *The Public*. The theater nearly sold out for the event.

4. **CITIZEN COMMENTS**

Tevis Laspa/Ridgefield

Ridgefield has a book sale May 3 & 4, a Bunko event at 5:30pm on May 18, and Beer on Tap in June with country singer Britney Kellogg as entertainment. There is a golf tournament on October 6 and a quilt that will be raffled off at the First Saturday in December event.

Laura Kelly/Washougal

Vice President of Friends of Washougal Community Library shared information on two upcoming fundraisers – Kids' Gorge Festival on Saturday, July 13 with the Red Yarn band in Washougal and The Dinner in White on Saturday, September 7th to help build a Washougal library.

Terri London/Washougal

Event Coordinator for the Dinner in White to be held September 7th. They want to surpass their goal this year and are working with FVRL Foundation who sponsor the event. There is a new website where you can buy tickets and they hope to draw 500 people.

Gary Wilson/Vancouver

Discussed petition signatures collected. Wilson said FVRL should only listen to local community not all communities. Mentioned the article in the news recently regarding a DQSH host who was found to be a convicted sex offender. He asked if FVRL did a background check on Clare Apparent. He said the issue is about the children, "Please listen to reason and do what you know in your heart is right."

David Alt/Clark County

Taxes support libraries and wishes for something beneficial with DQSH, but DQSH is not good for kids. Very few people are for DQSH and asks to be represented in this county as a taxpayer. Has not heard from anyone on bible story telling.

Sergey Shumeyko/Battle Ground

Opposes DQSH. "I would like to keep our public places safe for my kids. I pay my taxes. I should have a voice to what I agree and what I don't agree with." Wants to have the library be a safe place for his kids.

Micheil MacCutcheon/Vancouver

In favor of DQSH. In favor of conversation on gender and diversity. Happy to see diversity promoted in the library.

Merrie Thompson/Washougal

Merrie is a member of Friends of Washougal Community Library. Thompson said the library is open to everyone and promotes diversity. "We are not all the same. DQSH event happened a month ago. DQSH is something that happened and you can't reel it in. It was not held in the regular story hour times. If you didn't want to bring your children you had that choice, but you can't deny those who want to participate. FVRL represents all - not just one race or religion. A library is a public facility and that means you have a choice. Let it go."

5. **REPORTS**

5.1 Facilities Report: Dave Josephson

Highlights from the Facilities Report include:

- Minor building maintenance performed
- BG refresh: painting/carpet complete; IT goes in later this week and the job is going well
- Backflow testing
- Boiler and fire inspections performed
- Yacolt will get paint and brick sealer in the coming week

5.2 Executive Director Organizational Report: Amelia Shelley

Chair Carrico asked Shelley to address the issue of background checks. No background checks are done for hired performers. FVRL performs background checks on volunteers when they have the potential to be alone with children. The recent DQSH event had a lot of supervision and many staff members and parents were present. The cost of a background check is about \$50. If the board requests that we do background checks, FVRL will make it policy.

Highlights from the Executive Director Organizational Report:

- Announced a generous donation of property was given by Wes and Diane Hickey for the new Washougal Library.

- Ridgefield - Public design meetings TBD (May)
- Woodland - Cowlitz County Commissioners Public Hearing May 7, 9am
- Visit to Olympia to meet with Senator John Braun for capital budget support request.
- OC site discussions with City and VSD on-going
- La Center lease is with FVRL attorney. Shout out to Dave Josephson for his support on this.
- National Library Week - April 7-14
- Cost-per-circ book lending ebook purchases
- The Public @ the Kiggins - April 13 Friends of Vancouver Community Library purchased 100 tickets to give away. We were 8 seats short of a sellout. Kelly Smith attended the event and said she liked it and gave thanks to Kelly Lamm for her work.
- Signatures certified for Lewis River Library District
- Ridgefield Architect contract negotiations complete
- Visited with Fort Vancouver Park Superintendent about leased properties
- Attended Vancouver State of the City
- Met with National Network of Libraries of Medicine re: partnerships on health education
- Oregon/Washington Library Association Conference, Vancouver - April 17-20
- Battle Ground Library will reopen at 10am on Monday, April 29
- Trust workshops with Wendy Fraser - 9 sessions: April 24 - June 18
- Teresa Torres Retirement Party - April 27 - Cascade Park Library Community Room @ 6pm
- 10th Anniversary Celebration at Battle Ground Community Library - May 18, 1pm - 5pm – this will be the first big event after the refresh.
- Van Talks - May 30 @ the Kiggins; FVRL sponsors

2019 Work Plan items:

- On-boarding new Clark County Trustee
- Replace public internet filter
- RFI - Materials Vendors; Human Resources Information System
- Hire new CP Manager
- White Salmon lease renewal
- RFP - Diversity, Equity and Inclusion Consultant
- Social media guidelines and summit
- Annual report
- Summer Reading
- Connect Card

Vision Work:

- Amelia Shelley asked the Board to review FVRL vision and we will discuss in the next board meeting.

5.3 Finance: Amelia Shelley

The County's finance system February migration is not complete and our financials are still draft as they have not yet been certified by the County. The cash balance at the end of February was \$13,202,117. The operational reserves were \$4,024,333. The reserve plan objective is \$8,748,796. Total operating revenue was 1.25% of budget, which is not surprising as taxes are collected in April. Overall wages were 16.11% of expenditures and total expenses were 13.83% of budget. This is a little below normal for this time of year.

March Financials are also draft until the County certifies them. The cash balance at the end of March was \$12,018,669. The operational reserves were \$2,849,902. Total operating revenue was 4.82% of budget. Total operating expenses were 22.99% of budget.

6. **CONSENT AGENDA**

6.1 Minutes – March 18, 2019 Meeting

6.2 FVRL Expenditures - \$2,097,089.45: reviewed by Jane Higgins

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

7. **BUSINESS**

7.1 Social Media Policy – second reading

Jane Higgins reminded the Board that Trustees have a responsibility with social media as well as FVRL staff.

Chair Carrico asked if we use sponsored content? We confirmed that we did.

7.2 Study Room Policy – second reading

Chair Carrico suggested reworking order of information - move the statement of policy out of purpose for better clarity.

7.3 Resolution 2019-4: Contract Over \$350,000 with Johansson Wing Architecture for architectural services for the Ridgefield Library

MOTION: Bill Yee moved and Jane Higgins seconded approval of Resolution 2019-4 as presented. The motion carried unanimously.

7.4 Resolution 2019-3: Surplus Stevenson Bookmobile

MOTION: Portia Masterson moved and Kelly Smith seconded approval of Resolution 2019-3 as presented. The motion carried unanimously.

8. **REPORTS**

Washougal Community Library: Rachael Ries

Highlights include:

- Thanks to the Friends and Board and introduction of Senior Branch Manager, Linda Fraught.
- Last year, Washougal held 307 programs with over 3,000 people in attendance.
- Rachel shared some pictures and an overview of several programs.
- Garden beds are being added for children to work in and fruit trees are being planted around the area.

9. **BOARD COMMENTS**

Chair Carrico thanked the Friends of Washougal Community Library for hosting dinner. Thanks to Washougal staff and support and thanks to City for allowing FVRL use of the community center for this meeting. Chair Carrico also highlighted the Flash Fiction book sale hosted by the FVRL Foundation. It will be held April 25th from 10am - 7pm at FVRL Operations Center.

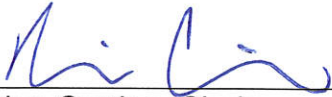
10. **NEXT REGULAR MEETING**

The next meeting is Monday, May 20, 2019, La Center Community Center.

11. **ADJOURNMENT**

The meeting adjourned at 7:44 p.m.

Approved:



Brian Carrico, Chair

5/20/2019

Date



Jane Higgins, Trustee