

FORT VANCOUVER REGIONAL LIBRARY DISTRICT  
Board of Trustees Public Meeting  
September 16, 2019

Attendees

Board Members (Present): Chair Brian Carrico, Sandra Day, Jane Higgins, Dave Mercier, Kelly Smith, Vice Chair Bill Yee

Excused: Portia Masterson

Administrative Team: Amelia Shelley, Executive Director; Lee Strehlow, HR Director; Amy Lee, Public Services Director; Tak Kendrick, Communications and Marketing Director; Dave Josephson, Facilities and Fleet Director; Lynne Caldwell, Collection and Technology Services Director;

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

Topic: Real Estate: RCW 42.30.110 (1) (b)

1. CALL TO ORDER

Chairperson Brian Carrico called the meeting to order at 6:02 p.m. at the Battle Ground Community Library noting the session was called to order and moved into Executive Session at 4:45 PM. Executive session discussion was on acquisition of real estate and personnel matters.

2. AGENDA

MOTION: Dave Mercier moved and Sandra Day and Bill Yee seconded approval of the agenda as presented. The motion carried unanimously.

3. CHAIR ANNOUNCEMENTS

Chair Carrico welcomed the public to the meeting and thanked the Friends of Battle Ground for the meal and hospitality.

4. PUBLIC COMMENTS

Chair Carrico announced this was the time for members of the public to have an opportunity to address the Board of Trustees. He asked that comments be addressed to the board, comments be kept respectful and that the audience refrain from engaging in applause.

1. Merrie Thompson of Washougal Friends reported on fundraising activities and events. Dinner in White.
2. Kathy Winter of Ridgefield Friends thanked Battle Ground Friends for dinner and reported on Ridgefield Friends of the Library fund raising activities.
3. Jessica Cole spoke in support of DQSH.
4. Quill Onstead spoke in support of DQSH and shared their personal experience and point of view.
5. Shauna Walters spoke in opposition to DQSH.
6. Dawn Seaver spoke in opposition to DQSH.
7. Gary Wilson spoke in opposition to DQSH and October panel discussion.
8. Tom Regan spoke in opposition to DQSH.
9. Dawn Land spoke in opposition to DQSH.
10. DeNova Weaver spoke in opposition to DQSH.

11. Sofiya Baranets spoke in opposition to DQSH.
12. Olga Rusakova spoke in support of diversity and in opposition to DQSH.
13. Jeffrey Berry spoke in opposition to DQSH.
14. Jennifer Heine-Whithee spoke in opposition to DQSH.
15. Laurie Peterson requested to be allowed to vote on the issue of DQSH.
16. Daryl Quinn spoke in opposition of DQSH.

## 5. REPORTS

### 5.1 Branch report: Battle Ground

Holland Christie's report highlighted Friends support of the library including events and programs they have supported the year. Highlighted was the refresh of the building, parking improvement, 10th Anniversary celebration and other programs held throughout the year.

### 5.2 Facilities Report:

Dave Josephson gave an update on maintenance work done for the libraries throughout the district. He noted there is a Request for Proposals published for custodial services and he will be doing tours of branches for potential vendors.

### 5.3 Executive Director Report:

Amelia Shelley discussed current projects including: Diversity, Equity and Inclusion effort. Program development consultant hired and will begin work on hiring practices, policy and procedures development and training. Amy Lee does accessibility for the district for programming and patrons.

Ms. Shelley issued an apology to Mr. Wilson. He had accused her of lying at the June Board meeting. She knew another Drag Queen Story Hour was being planned but no performer had been identified so she felt that making an announcement that it was happening was premature. Ms. Shelley feels that building diverse programming with other underserved or represented communities is essential and hears the concerns that FVRL needs to address other inequities in representation. DQSH has colored some members of the community's view of who we are. We serve so many people in so many good ways in all of our communities. Ms. Shelley stated there would be a panel discussion on DQSH at Vancouver Community Library October 10, 2019. Questions for the panel may be submitted through the online calendar.

Ms. Shelley discussed with the board the information on what would be required to conduct background checks for all performers.

Ms. Shelley reviewed upcoming events at FVRL including UW I-School's Practitioner in Residence Rolf Hapel, White Salmon Valley Library's Koobdooga reading celebration, the annual volunteer receptions on September 28 in Goldendale and October 12 at the Operations Center. Board members are invited to attend. Stevenson's Artists of the Gorge opening reception is October 5, 2019.

Kelsey Hudson, Student and Youth Coordinator presented on the 2019 Summer Reading Program. This year's theme was "A Universe of Stories" and was held from June 15 to August 15 with 13,932 participants. Overall goal was to help patrons build a lifelong habit of reading.

Ms. Hudson discussed plans and goals for 2020, responded to Board questions and comments.

### 5.4 Financial Report: Amelia Shelley

Clark County's finance system migration is still not complete therefore our financials are in draft form. The estimated cash balance at the end of August was \$14,843,416. The operational cash balance at the end of August was \$14,843,416, with year to date revenue of is \$14,524,180 (56.77% of budget) and total expenses at \$16,281,286 (63.64% of budget).

#### 5.5 Foundation Report: Rick Smuthrud

Mr. Smuthrud related it was a busy summer. Grant from the Washington Capital Facilities Fund for the Woodland building project. The Foundation received an anonymous give of \$10,000 for Ridgefield. The Foundation established relationship with a donor family that will result in \$15,000 annually. Rick also shared list of summer events. The three Salvador Dali paintings which were donated last year have temporarily been displayed at the downtown library. Author and Illustrator Dinner features Maria Semple on November 6, 2019.

#### 6. CONSENT AGENDA

6.1 Minutes for August 19, 2019 meeting

6.2 FVRL Expenditure: Reviewed by Chair Brian Carrico and he found them in order and recommended approval.

MOTION: Dave Mercier moved and Bill Yee seconded approval of the Consent Agenda as presented. The motion carried unanimously.

#### 7. BUSINESS

7.1 Special use of Library and Grounds Policy (2nd reading)

Discussion on development of policy and recommendations and changes. "Our libraries are not classrooms or office spaces." Delete rest of sentence, policy will be in consent agenda next month.

7.2 **White Salmon Lease Agreement - Resolution #2019-8:** Sandra Day read resolution for lease for library. It is a 10 year lease with option for 10 year extension. Term would be October 1, 2019 to September 30, 2028. Discussion with Ms. Shelley on lease negotiations regarding changes of adding an indemnity clause and providing insurance on entire building.

**MOTION:** Sandra Day made a motion to approve the lease agreement for White Salmon Valley Community Library for the period of October 1, 2019 through September 30, 2028. Kelly Smith seconded. Passed unanimously.

7.3 Fiscal Management Policy (1st reading)

Discussion of Policy Committee work on this and Ms. Shelley asked the Finance Committee to work on it with the Policy Committee. Agreement with Clark County by state statute, largest county becomes fiscal agent. Statute referred to in the policy. Questions about the IRS plan 457 language to be resolved. Next month we'll ask both committees to work on updating the policy and bring it back for the second reading.

7.4 2019 Budget Revision Proposal (1st reading)

Discussion of change to revenues in 2019: Reductions in revenue from Yale not going forward with their building project in 2019, increases from Battle Ground Friends' support of the parking lot remodel, grants and gift income. Board instructed Ms. Shelley to meet with the Finance Committee on September 30 and bring the amended 2019 budget back in October for discussion. Mr. Mercier recommended moving in the direction of stating unanticipated revenue designation to use under BARS system.

7.5 2020 Budget and Work Plan

Ms. Shelley shared two versions of the five-year rolling budget estimates. The five year plan anticipates that 2021-22 will have slower growth and less new construction, possibly lower assessed values. Mr. Mercier shared that economic forecasts are saying that sales tax revenue will be flat or decline in the coming year. Mr. Mercier recommends that we adopt a defensive budgetary perspective. He recommended using the five-year time as our working horizon. Take steps to alleviate the deficit; keep current level of services for as long as we can; use historical numbers for review.

Mr. Mercier asked about having an evaluation framework so we can decide on core service benchmarks. Ms. Shelley said that there will be a presentation at the October Board meeting on FVRL's outcome based measurements and benchmarks.

Ms. Shelley shared the Clark County Assessor's Historical chart of assessed values. Estimated 2020 increase in property tax revenue is approximately \$800,000 based on a 1% increase plus new construction and utilities. Ms. Shelley discussed anticipated areas of 2020 expenses including capital projects. Mr. Yee asked about taking advantage of LED lighting grants for conversions rebate for projects. Ms. Shelley confirmed that FVRL applies for such rebates when possible.

8. BOARD COMMENTS

Chair Carrico thanks participants for staying for a long meeting tonight. Bill Yee spoke to express sincere thanks from he and his family for prayers, cards, flowers as they comforted them immeasurably, especially for those that came to the funeral mass. Jane Higgins asked board members to come to Battle Ground on October 19 between 11:00 AM until 2:00 PM to celebrate the remodel of the Battle Ground Library parking lot. Sandra Day spoke about attending the recent All Staff Day. She appreciated the opportunity to visit with employees and attended lots of good programs which she found enlightening and encouraging.

9. NEXT REGULAR MEETING

The next meeting is Monday, October 21, 2019 at the Stevenson Community Library

10. ADJOURNMENT

The meeting adjourned at 8:52 pm.

Approved: WJ Yee 10-21-19  
Brian Carrico, Chairman Bill Yee, vice chair Date  
Sandra Day 10-21-19  
Sandra Day, Secretary Date