

FORT VANCOUVER REGIONAL LIBRARY DISTRICT Board of Trustees Public Meeting

February 18, 2020

CALL TO ORDER

Chair Brian Carrico called the meeting to order at 6:00pm at Fort Vancouver Regional Library District Office noting there was not an Executive Session held for this meeting.

ATTENDEES

Board Members: Chair Brian Carrico, Kelly Smith, Sandra Day, Jane Higgins, Dave Mercier, Kate Maple, Mary Ann Duncan-Cole

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; Carrie Greenwood, Finance Director; Brandon Cruz, Vancouver Mall Community Library Branch Manager; Recording: Sami Bretherton, Executive Assistant

1. **AGENDA**

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

2. **CHAIR ANNOUNCEMENTS**

Chair Brian Carrico noted that several Woodland Library supporters were in attendance and that the meeting's location was at Vancouver Operations Center, but the library status presentation would be made by the Vancouver Mall Community Library.

3. **REPORTS**

3.1 Branch Manager's Report: Brandon Cruz

- Branch Manager, Barbra Meisenheimer retired after 20 years at Vancouver Mall Library. Brandon Cruz started his new position in January after Barbra's retirement.
- Supporting Student Success with programs such as Galaxy Quest, Virtual Reality Programs, Boredom Busters, Meal Site Visits
- Building Connected Communities with programs including: Jedi Training Academy; Children's Festival; A presentation of Eruption: The Untold Story of Mt. St. Helens, and a highly successful A Will is Not Enough program
- Fostering A Culture of Innovation metrics include pop up Storytimes and movie circulation
- Thanks to Friends of Vancouver Mall Library and their efforts including Knit and Natter and Bingo for Books program support
- Vision for Future: Vancouver Mall Library is in a unique position to support workforce development for mall retailers and Brandon will look for those possible partnership opportunities

- 3.2 Facilities Director's Report: Dave Josephson
- Recent Cascade Park Community Library refresh of new carpet and new paint was a big success with tight coordination between contractors, improving project smoothness. The refresh came in on time and under budget.
 - Material Safety Data Sheets (MSDS) program is in progress with Dave making presentations at library staff meetings to support implementation of an MSDS program for each branch as well as staff education with the goal of all branches being in compliance.
 - Cascade Park Library had HVAC system overhaul.
 - Vancouver Community Library had a water heater break down that needed repair and also had damper testing
 - Battle Ground has a garbage dumping problem Dave is working to address
- 3.3 Finance Director's Report: Carrie Greenwood
- The cash balance at the end of January 2020 was \$15,400,290. Total revenue is \$324,808 and total expenses are \$2,067,069 which is 6.65% of budget.
- 3.4 Executive Director's Organizational Report: Amelia Shelley
- Director Shelley welcomed new Skamania County Trustee, Mary Ann Duncan-Cole, to the Board and is glad to have a full Board in place again. Mary Ann Duncan-Cole replaces Bill Yee, who retired from the Board in December 2019.
 - Facilities projects
 - Ridgefield - construction drawings, permitting, finishes, value engineering
 - Woodland - public presentations, sustainability workshop, site survey, community survey
 - Washougal - Phase II environmental survey
 - Yale - bid set released February 24, due March 24. The bids that were submitted for the project in 2017 were \$1.3M and were rejected since there were inadequate funds at that time. The State Legislature granted \$300K in 2019 and hopefully the new bids will be in line with the total amount on hand.
 - 2020 Work Plan Progress (January/February)
 - Administration
 - Purchasing and Procurement Policy
 - Lean/Public Works procedures
 - Program Policy
 - CRESA Emergency Preparedness
 - Yale/Ridgefield RFPs
 - Benchmarks and Outcomes
 - Collections and Technology Services
 - eBook pricing
 - Catalog and calendar improvements
 - Human Resources/Accounting
 - ADP Evaluation
 - DEI Work Group
 - End of year closeout
 - Outreach and Community Partnerships
 - Connect Card (4 new schools)
 - 2020 Census
 - Early Childhood program framework
 - Reading in Action/Prime Time

- Overview of library practices as it relates to the concerns regarding programming:

Community Concern		Library Practice
Safety	⇒	Exclusions, Background Checks
Age Appropriateness	⇒	Parental Rights
Family Values	⇒	Family Differences
Content	⇒	Censorship
Unnecessary	⇒	Needed and Wanted

- Desired programming outcomes: value, respect, inclusive, empathy, tolerance, support
- 2,300 story times were delivered across the District and of those 3 were for the LGBTQ population (representing about 4.5% of the total population) with Drag Queen Story Hour representing .001% of deliveries.

Chair Carrico commented that it is vital for libraries to support inclusive programming. Vice Chair Smith agreed with that comment.

3.5 Library Programming Report: Justin Keeler/Amy Scott/Jurinda Swingruber

- Intentional programming informed by district strategic priorities of Supporting Student Success and Building Connected Communities such as Supercharged Storytime (early literacy) and STEM programming, coaching staff with maker tools, activities and mindset
- Community partnership opportunities including: Better Angels, Circle of Peace, Meaningful Movies
- Choosing program topics that are relevant to our communities
- Adding active participation and small group discussion to programs with speakers, films, and panels focusing on how these issues touch our communities
- Specific programming outcomes and benchmarks have been developed for FVRL's core services.
- FVRL conducts Community Conversations to help identify program needs, reviews professional literature and online library groups for programming ideas, trends and innovations.
- FVRL identifies underserved and non-dominant populations that may have trouble getting to the library and take programming into the community
- Branch managers make the final decision about programming in their library.
- Program services supports these programs with materials, staffing coverage, program content development, grants support, vendor coordination and program evaluation.
- Criminal background checks are done on non-staff volunteers who work with staff.

Board member, Jane Higgins, noted that she appreciated the emphasis on the importance of program evaluation as a critical piece in programming success.

4. **CONSENT AGENDA**

6.1 Minutes – January 21, 2020 meeting

6.2 FVRL Expenditures: reviewed by Kelly Smith

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

5. **BUSINESS**

5.1 Program Policy – First Reading

- The Program Policy discussion will be held at the March Board of Trustees retreat. No further action at this meeting.
- Chair Carrico commented that it is not the Board that decides programming. The Board is charged with hiring the library director and overall policy; asked audience to hold comment until after the board has a full discussion of program policy at the March retreat and then ask the public to comment on this. This Board of Trustees is a supervising board, not delegating.
- Sandra Day commented that the Board is tasked with the director's evaluation and reconfirmed that Amelia Shelley is the leader that the Board wants. Sandra Day made a comment that the discussion would have been timely if the library programming report would have been described a year ago for the public to understand how the administrative team and branch managers make programming decisions.

5.2 Purchasing and Procurement Policy – Second Reading

Mary Ann Duncan-Cole asked if there was a person charged with following up and evaluating whether a project is completed to satisfaction. Amelia Shelley shared that it is a joint effort, but that Dave Josephson, Facilities Director, leads in this role with capital projects.

Chair Carrico called a break at 7:32pm and reconvened at 7:37pm. After discussion, Chair set a one-hour limit on citizen comments.

6. **CITIZEN COMMENTS**

Kathy Winters/Ridgefield shared that the Valentine's Day dinner brought in \$1600 for the library and that the upcoming Myrtle's tea event is sold out.

Pastor James Roberts/Vancouver opposes Drag Queen Story Hour (DQSH) in the library.

Bob Larimer/Vancouver opposes DQSH in the library.

David Ross/Vancouver opposes DQSH in the library.

Margo Logan/Portland opposes DQSH in the library.

Joseph Eanni/Vancouver opposes DQSH in the library.

Quill Onstead/Vancouver supports DQSH in the library.

Dori Hansen/Vancouver supports DQSH in the library.

Gary Wilson/Vancouver opposes DQSH in the library.

Paul Kraft opposes DQSH in the library.

Rob Barnes/Ridgefield opposes DQSH in the library.

Dan Durringer opposes DQSH in the library.

Chuck Miller opposes DQSH in the library.

Dawn Land opposes DQSH in the library.

Sofiya Baranets/Washougal opposes DQSH in the library.

Josh Bradley/Washougal opposes DQSH in the library.

Nancy Lillard/Vancouver opposes DQSH in the library.

Jessica Cole/Battle Ground supports DQSH in the library.

Andrea Drake/Seattle opposes DQSH in the library.

Velvet S. Busch opposes DQSH in the library.

Greg Romine/Vancouver opposes DQSH in the library.

Jon Anderson/Vancouver opposes DQSH in the library.

Dawn Seaver/Vancouver opposes DQSH in the library.

7. **BOARD COMMENTS**

Chair Carrico welcomed Mary Ann Duncan-Cole to the Board.


8. **NEXT REGULAR MEETING**

The next meeting is Monday, March 16, 2020, Three Creeks Community Library.

9. **ADJOURNMENT**

The meeting adjourned at 8:50pm.

Approved:



Brian Carrico, Chair

03/16/2020

Date



Sandra Day, Secretary

07/22/2020

Date

