

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

November 15, 2021

1. CALL TO ORDER

Chair Carrico called the regular meeting to order at 6:00pm noting that an Executive Session was held from 5:30pm – 5:55pm regarding Personnel.

ATTENDEES: All participation was virtual per Governor's proclamation #20-25.2.

Board Members: Brian Carrico, Jane Higgins, Kelsi Gilkey, Mary Ann Duncan Cole, Kate Maple

Administrative Team: Amelia Shelley, Executive Director; Mary Abler, Deputy Director, Lynne Caldwell, Collection & Technology Services Director; Justin Keeler, Outreach & Community Partnerships Director; Amy Lee, Public Services Director; Dave Josephson, Facilities Director, Carrie Greenwood, Finance Director; Lee Strehlow, Human Resources Director; Recording: Sami Bretherton, Executive Assistant; Guest: Jennifer Huaun, Woodland Community Library Branch Manager

2. AGENDA

Chair Carrico noted one change to the agenda: combining items 6.1 and 6.2.

MOTION: Mary Ann Duncan Cole moved and Jane Higgins seconded approval of the amended agenda. The motion carried unanimously via roll call.

3. CHAIR ANNOUNCEMENTS

Chair Carrico welcomed the Trustees and the public to the meeting noting that many public comments were received. Board members were asked to review them.

4. REPORTS

4.1 FVRL Operational Report: Mary Abler, Deputy Director

Abler gave an overview of the progress of the strategic plan objectives including foundational equity training, partnerships, connections and organizational culture.

4.2 Branch Report: Woodland Community Library, Jennifer Huaun, Branch Manager

Huaun provided an overview of Woodland Community Library's activities over the past year.

5. CONSENT AGENDA

5.1 Minutes Approval – October 18, 2021 meeting

5.2 FVRL Expenditure Approval: Reviewed by Mary Ann Duncan-Cole

5.3 Fiscal Management Policy

5.4 Asset Management Policy

5.5 Resolution 2021-17: 2021 Reserve Plan

MOTION: Jane Higgins moved and Mary Ann Duncan Cole seconded approval of the consent agenda. The motion carried unanimously via roll call.

6. BUSINESS

6.1 Personnel Committee: Executive Director Review

The Taylor Group facilitated in depth interviews for Amelia Shelley's annual performance review. Shelley is commended for being a good steward of public funds and for hiring a Deputy Director per the Board's recommendation. She was also commended for

successfully building and opening the Ridgefield and Yale Valley Community Libraries. The Board approved an 8% increase retroactive to Shelley's anniversary date of October 12, 2021 noting that this is very deserved and earned.

Kelsi Gilkey thanked Amelia for her hard work and leadership during Covid. She could feel the respect staff have for Shelley in the interactions Gilkey had during the process.

Chair Carrico thanked Jane Higgins and Kate Maple for their time and effort in facilitating this review process. He thanked Shelley for her excellent leadership throughout the past year noting also the Operations Center flood disruption and labor agreement negotiations.

MOTION: Kate Maple moved and Jane Higgins seconded approval of Resolution 2021-14 Executive Director Compensation. The motion carried unanimously via roll call.

6.2 AFSCME Contract

Lee Strehlow gave the Board an overview of the AFSCME Contract. Amelia Shelley thanked Strehlow for her hard work. Kate Maple thanked the AFSCME members for their work. The Board appreciates the staff support of FVRL so much.

MOTION: Mary Anne Duncan Cole moved and Kate Maple seconded approval of AFSCME CBA Ratification Resolution 2021-18. The motion carried unanimously via roll call.

6.3 Resolution 2021-19 Grand Blvd Property Purchase

Shelley gave an overview of the status of the Grand Boulevard property purchase for the FVRL Operations Center new home.

MOTION: Jane Higgins moved and Mary Ann Duncan Cole seconded approval of the Grand Blvd Property Purchase Resolution 2021-19. The motion carried unanimously via roll call.

Chair Carrico thanked the City of Vancouver and Amelia Shelley. FVRL has benefitted from that partnership and the purchase of the Grand Blvd property continues that relationship. Shelley noted that we are very excited for our future and will convey this to our City partners.

6.4 Finance Committee

Public Hearing: 2022 Levy (includes citizen comments)

- Gary Wilson provided comment. He is not in favor of the 2022 Levy.

Chair Carrico is supportive of the request noting that Shelley has been an excellent steward of public funds and that we were responsive to the changes with COVID and still able to save funds. This is a great example of diligence on the staff's part.

MOTION: Jane Higgins moved and Kelsi Gilkey seconded approval of 2022 Levy Certification: Resolution 2021-13 (2022-02). The motion carried unanimously via roll call.

2022 Budget (second reading)

This is the second reading of the 2022 budget. Staff will provide final numbers in December for Board approval.

2021 Amended Budget (second reading)

This is the second reading of the proposed budget amendments. Staff will provide final numbers in December for Board approval.

6.5 2022 Board Officer/Committee Appointments – Nomination

The Nominating Committee will reach to the Trustees to determine Board Officer and Committee Appointments. Nominations will be made at the December meeting.

6.6 2022 Board Meeting Schedule/Financial Review

MOTION: Mary Ann Duncan Cole moved and Jane Higgins seconded approval of the 2022 Meeting Schedule/Financial Review. The motion carried unanimously via roll call.

6.7 Resolution 2021-15: Lyngsoe System, Inc. AMH Contract

Staff requests that the Board of Trustees authorize the Executive Director to execute a contract with Lyngsoe Systems Inc for three new automated material handlers, not to exceed \$550,000.

MOTION: Kate Maple moved and Jane Higgins seconded approval of Resolution 2021-15. The motion carried unanimously via roll call.

7. CITIZEN COMMENTS

Written comments were received from: Eduard Goncharuk, Dennis Anderson, Terry and Cynthia Allen, Ed Nunnally, Annette Wesolowski, Elya Chuk, Diana Knous, Ellen Niemann, Michael Jelineo, Mr. and Mrs. J. Anderson, Marilyn Roggenkamp, Dan and Lynette Nelson, Kay Hinson, Gregory Long, Jeannette Kid Lopez, Jack and Anna, Suzanne Carlson, Julia Seaver, Margo Logan, Gary Wilson

8. BOARD COMMENTS

Jane Higgins suggested that the Board members may find the PLA Conference very beneficial and encourages members to attend. Higgins feels that PLA would offer Trustees a broader perspective of the library world. The conference takes place in Portland, OR on March 23- 25, 2022. Kate Maple thanked Lynne Caldwell for their work on the AMH RFP process noting that she appreciates Lynne and their professionalism.

9. NEXT REGULAR MEETING

The next meeting is Monday, December 13, 2021 (Virtual)

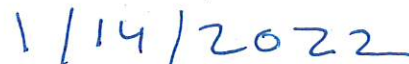
10. ADJOURNMENT

The meeting adjourned at 7:50pm

Approved:



Brian Carrico, Chair



Date


Kelsi Gilkey (Jan 20, 2022 12:10 PST)

Kelsi Gilkey, Secretary

Jan 20, 2022

Date