

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

April 18, 2022

1. CALL TO ORDER

Chair Higgins called the regular meeting to order at 6:00pm noting that there was an Executive Session held at 5:35pm on the topic of Real Estate with no action taken.

ATTENDEES:

Board Members Present: Jane Higgins, Mary Ann Duncan-Cole, Penny Love-Henslee, Kristy Morgan, Megan Dugan

Virtual: Kaitlin Dittmar; *Excused:* Kate Maple

Administrative Team: Amelia Shelley, Executive Director; Mary Abler, Deputy Director, Lynne Caldwell, Collection & Technology Services Director; Justin Keeler, Outreach & Community Partnerships Director; Tak Kendrick, Communications Director; Dave Josephson, Facilities Director; Lee Strehlow, Human Resources Director; *Special Guests:* Marissa Jordan, Hacker Architects; Nancy Kasmar, Compensation Connections; *Recording:* Sami Bretherton, Executive Assistant

2. AGENDA

MOTION: Mary Ann Duncan-Cole moved and Penny Love-Henslee seconded approval of the agenda. The motion carried unanimously.

3. CHAIR ANNOUNCEMENTS

Chair Higgins welcomed the Board and the public.

4. REPORTS

4.1 Washougal Library Conceptual Design: Marissa Jordan, Hacker Architects

Guest, Marissa Jordan, presented conceptual design ideas for the new Washougal Community Library.

4.2 FVRL Salary Review: Nancy Kasmar, Compensation Connections

Guest, Nancy Kasmar, presented the results of the FVRL salary review. Every 4-5 years, FVRL does a compensation study with the purpose to inform Union bargaining and for alignment with the market.

4.3 FVRL Operational Report: Mary Abler, Deputy Director

Abler updated the Board on our current service activities as well as a strategic plan update.

5. CONSENT AGENDA

5.1 Minutes Approval – March 21, 2022 meeting

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

5.3 Three Creeks Library Capital Facilities Area Audit Report

MOTION: Mary Ann Duncan-Cole and Kristy Morgan seconded approval of the consent agenda. The motion carried unanimously.

6. BUSINESS

6.1 Gifts and Recognition Policy

This is the first reading of the Gifts and Recognition policy. The policy will be brought back to the Board for a second reading at the May meeting.

6.2 Facilities Committee – Woodland Property Subdivision

Discussion of subdivision of Woodland property purchased by FVRL.

MOTION: Penny Love-Henslee moved and Kristy Morgan seconded approval of Resolution 2022-07, authorizing the Executive Director to subdivide the property purchased for the Woodland Community Library. The motion carried unanimously via roll call.

MOTION: Megan Dugan moved and Penny Love-Henslee seconded approval of Resolution 2022-08, authorizing the Executive Director to engage in finalizing the contract for architectural and engineering consultant services for the Woodland Community Library. The motion carried unanimously via roll call.

6.3 Finance Committee

- a. Future Capital Projects Funding
 - i. Discussion of ways to fund library facilities
- b. 5-year Look Ahead Budget Estimates
 - i. A view of the 2022-2026 budget with debt service

6.4 Board Business

Chair Higgins discussed selecting a date for the annual Board retreat, committee assignment interest and to gather information to create a bill review schedule.

7. CITIZEN COMMENTS

Written comments were received from: bubblechuckle, R L, Lori Judkins, Kristin Mangino, Margo Logan, Will Matson, John and Sherry Bala, Susan Wilson

In person comments received from: Gary Wilson, Quill Onstead, Doug Coe, Phil Kronebusch

BOARD COMMENTS

Chair Higgins thanked the public and Trustees for their time and attendance.

8. NEXT REGULAR MEETING

The next meeting is Monday, May 16, 2022 (Hybrid)

9. ADJOURNMENT

The meeting adjourned at 7:52pm.

Approved:

Doreen Jane Higgins
Jane Higgins, Chair

5-16-2022
Date

Mary Ann Duncan-Cole
Mary Ann Duncan-Cole, Secretary

5/16/22
Date