



## Public Meeting Minutes

**Date:** December 11, 2023  
**Time:** 6:00 PM Regular Meeting  
**Location:** HYBRID: Zoom Meeting /Vancouver Community Library

### Call to Order

6:00 PM

Chair Morgan, called the regular meeting to order.

### Attendees

Board Members In-Person: Kristy Morgan, Megan Dugan, Marie Coffey, Mary Ann Duncan-Cole, Penny Love-Henslee, Olga Hodges

Board Members Virtual:

Board Members Absent: Vikram Kotwani

FVRL Team: Executive Director, Jennifer Giltrop; Former Interim Executive Director, Justin Keeler; Executive Assistant, Rhonda Kay Calkins; Finance Manager, Attar Bhargal; Human Resources Director, Lee Strehlow; Collections and Technology Director, Lynne Caldwell; Communications and Marketing Director, Tak Kendrick; Public Services Director, Ruth Shafer; Facilities and Fleet Director, Dave Josephson; Branch Manager, Elizabeth Moss; IT Specialist, Mike Smetana

Guests: Vancouver Branch Manager, Molly Gunderson

### Agenda Approval

6:00 PM

Motion: Marie Coffey

2nd: Mary Ann Duncan-Cole

The motion carried with a 6 out of 7 votes.

### Chair Announcements

6:00 PM

Chair Morgan: Welcome Jennifer Giltrop to her first official meeting. Also, thank you to Justin Keeler for serving as Interim Executive Director and for making the transition easy.

### Public Comments

6:01 PM

Dereya Ruggles: Ensuring libraries are welcome for all and fair compensation

Emily Losness: Equity and diversity

Quill Onstead: Drag Queen Story Hour

Len: Censorship and freedom to read

Margo Logan: DVD Donation, *Unplanned*

Kay Ellison: Library is great!

Dave Gellis: Employee wages

Mike Ellison: Board policies – good

Randy Schmidt: Child porn books

JJ Jacobs: Drag Queen Story Hour

Den Mark Wichar: Homage

Pepper Kim: Support of FVRL Staff

Annette Black: Employee wage

Gary Wilson: Thank you to the Board and Jennifer

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Karen: Library safety and being welcome to all

Judy Zeider: Thank you

Luci Aspon: Welcome Jennifer and book banning.

## Reports

### **Vancouver Branch Report: Molly Gunderson**

6:36 PM

Ms. Gunderson provided an update on library activities around the Vancouver Community Library.

### **October Financial Statements:**

6:50 PM

Attar Bhargal discussed September 2023 financial statements.

Mary Ann Duncan-Cole asked if there were enough funds for the current building projects.

Attar Bhargal responded with I am comfortable that well be within our capital outlay budgets on the statement of expenses.

### **Consent Agenda**

6:54 PM

#### **FVRL Expenditure Approval: Reviewed by**

Chair Morgan attested that she reviewed the November expenditures and found them in order.

#### **Meeting Minutes: November 20, 2023**

Motion: Kristy Morgan

2<sup>nd</sup>: Megan Dugan

The motion carried with a 6 out of 7 votes.

## Business

### **2023 Budget Amendment – Public Hearing**

6:55 PM

Chair Morgan opened a Public Hearing for the 2023 Budget Amendment.

Chair Morgan opened the public comment portion of the Public Hearing. Public comment will be set for 30-minutes. Each individual is allowed two (2) minutes to speak.

### **Public Hearing comments made by: None**

### **Board of Trustee comments:**

Penny Love-Henslee: I'm glad to see we increased revenue unexpectedly with interest.

Mary Ann Duncan-Cole: I'm concerned that when we take from the reserves.

Chair Morgan closed public comment at 7:01 pm

Chair Morgan asked for a motion to adopt Resolution 2023-25 (2024-03) Budget Amendment.

### **Resolution 2023-25 (2024-03): Chair Morgan**

Motion: Penny Love-Henslee

2nd: Olga Hodges

The motion carried with a 6 out of 7 votes.

Chair Morgan closed the Public Hearing for the 2023 Budget Amendment at (time)

7:01 PM

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### **2024 Budget Approval – Public Hearing**

Chair Morgan opened a Public Hearing for the 2024 Budget Approval.

Chair Morgan opened the public comment portion of the Public Hearing. Public comment will be set for 30-minutes. Each individual is allowed two (2) minutes to speak.

Mary Ann Duncan-Cole: We added several new buildings assuming they are larger than other buildings. Have there been any staffing issues meeting those needs?

Justin Keeler: Washougal does not have a square footage yet, but will look into the needs in the future. Woodland will not have any issues since it is a one-floor building.

### **Public Hearing comments made by:**

Randy Schmidt: Asked if there was a plan to increase wages for employees.

Jennifer Giltrop responded: We do have an anticipated increase built it into the budget. We are still in bargaining with our unions.

### **Board of Trustee comments:**

Penny Love-Henslee: Are we putting in 4 million to Washougal?

Justin Keeler: It is based on our reserve plan.

Megan Dugan: I noticed in the 2024 draft there is no line for the PEG grant. Is that a onetime only grant?

Justin Keeler: I'm not sure but I can get back to you.

Jennifer Giltrop: I think staff thought it was ending, but it is something we can check into.

Chair Morgan: My concern is the line of library books and materials and being reduced by \$80,000. Are we purchasing enough books and diverse collections?

Lynne Caldwell: We do buy most items suggested, we are seeing only 70% of physical items being checked out which is a lot of items. The total circulation is up. It looks like individuals format choice is changing post-pandemic.

Chair Morgan: Does electronic cost more?

Lynne Caldwell: They do upfront, but they are not damageable and they are never overdue.

Olga Hodges: On the digital checkout, is that someone who checks it out and using it or being unused?

Lynne Caldwell: We count it when it is checked out.

Jennifer Giltrop: We have to also understand because the circulation has slowed down in physical items, we have collection maintenance happening all the time. We will be digging in to collections more this upcoming year.

Olga Hodges: Are unused books not weeded out? Or are we tallying those on the shelf.

Mary Ann Duncan-Cole: Are we seeing different desires for books based on schools? What kind of communication are we having with schools?

Justin Keeler: We don't have a dialogue with the schools and their curriculum changes.

Mary Ann Duncan-Cole: I am wondering if sometimes we may need to do a little more.

Lynne Caldwell: We have 27 school districts.

Mary Ann Duncan-Cole: With changes, I know they buy new text books. Does this put a demand on us?

Jennifer Giltrop: The library is here to support all learners. Every library is always trying to support student success. It's not an easy answer, and the schools have been under pressure for many reasons. Many schools do not have libraries. We are a public library and have a different purpose. We can look at items checked out by ages to see if there are curriculum-based

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connections. The more we can make connections between FVRL and school teams is what we want to do. We have to recognize that not everyone has access to online resources. We can always do better.

Olga Hodges: Is there an observable trend on books that are being underutilized?

Lynne Caldwell: It is something are looking into for 2024.

Olga Hodges: Teams connecting with school districts. Will that include homeschool?

Justin Keeler: The members of Community and Outreach department. We have universal access program to our e-resources. Connect Card Program. Student are given a library card e-resources based on their school ID. You can have a personal card but it is streamlined for schools.

Olga Hodges: I would love to be a resource for you.

Chair Morgan closed public comment at 7:21 pm.

Chair Morgan asked for a motion to adopt Resolution 2023-26 (2024-02) 2024 Budget Approval.

**Resolution 2023-26 (2024-02): Chair Morgan**

Motion: Megan Dugan

2nd: Penny Love-Henslee

The motion carried with a 6 out of 7 votes.

Chair Morgan closed the Public Hearing for the 2024 Budget Approval at (time)

7:22 PM

**Election of Officers: Marie Coffey**

7:22 PM

**Seat choices to be voted on are.**

**Chair: Kristy Morgan**

Motion: Olga Hodges

2<sup>nd</sup>: Megan Dugan

Aye votes: Marie Coffey, Megan Dugan, Mary Ann Duncan-Cole, Olga Hodges, Penny Love-Henslee

Nay votes: None

Present Votes: Kristy Morgan

The motion carried with a 6 out of 7 votes.

**Vice Chair: Megan Dugan**

Motion: Penny Love-Henslee

2<sup>nd</sup>: Mary Ann Duncan-Cole

Aye Votes: Marie Coffey, Mary Ann Duncan-Cole, Olga Hodges, Penny Love-Henslee, Kristy Morgan

Nay Votes:

Present Votes: Megan Dugan

The motion carried with a 6 out of 7 votes.

**Secretary: Penny Love-Henslee**

Mary Ann Duncan-Cole asked to step down from this role.

Chair Morgan asked for a nomination for the position of secretary.

Megan Dugan nominated Penny Love-Henslee.

Penny Love-Henslee accepted the secretary position.

Motion: Megan Dugan

2<sup>nd</sup>: Olga Hodges

Aye Votes: Marie Coffey, Megan Dugan, Mary Ann Duncan-Cole, Olga Hodges, Kristy Morgan

Nay Votes:

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Present Votes: Penny Love-Henslee  
The motion carried with a 6 out of 7 votes.

**Board Comments:**

7:25 PM

Olga Hodges: I want to say welcome and thank you to Jennifer. We are coming up on the end of the year and thank you to everyone who is here. Thank you to those who show up each meeting and speak. It has been a tremendous year of learning and a privilege to be in this position. I came into this unprepared, unaware and have had a great opportunity to learn and build relationships. I'm grateful for everyone here. There is more that we agree on then don't agree on. Looking forward to being a part of the understanding.

Penny Love-Henslee: Thank you to Molly for her report. We look forward to seeing what next year brings. Thank you to Justin for filling in and to you Jennifer.

Kristy Morgan: Thank you for having us and I enjoyed your presentation.

Marie Coffey: Molly check out Goldfish on Vacation.

**Setting of next regular meeting:** Tuesday, January 16, 2024, 6:00 PM Hybrid/Cascade Park Community Library.

7:28 PM

**Motion to adjourn meeting**


Moved: Penny Love-Henslee


2<sup>nd</sup>: None

**Adjournment Approved**

7:28 PM

  
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Kristy Morgan, Chair

  
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Date

  
\_\_\_\_\_  
Megan Dugan (Feb 21, 2024 10:33 PST)

Megan Dugan, Vice Chair

**Feb 21, 2024**  
\_\_\_\_\_  
Date







# 2023-12-11 Final Meeting Minutes

Final Audit Report

2024-02-21

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