

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

*June 21, 2021*

**5:30pm Executive Session**

Topics: Real Estate: RCW 42.30.110 (1) (b) (c)

**1. CALL TO ORDER**

Chair Smith called the regular meeting to order at 6:00pm noting that there was an Executive Session prior to this meeting on Real Estate. No decisions were made.

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

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

*Administrative Team:* Amelia Shelley, Executive Director; Lynne Caldwell, Collection & Technology Services Director; Dave Josephson, Facilities Director; Justin Keeler, Outreach & Community Partnerships Director; Amy Lee, Public Services Director; Tak Kendrick, Communications & Marketing Director; Carrie Greenwood, Finance Director; Lee Strehlow, Human Resources Director; Recording: Sami Bretherton, Executive Assistant; Guests: Terra McLeod, Kelsey Hudson, Sam Wallin

**2. AGENDA**

**MOTION:** Jane Higgins moved and Kelsi Gilkey seconded approval of the agenda. The motion carried unanimously via roll call.

**3. CHAIR ANNOUNCEMENTS**

Chair Smith noted that we anticipate our next Board meeting will be in person and to please check the FVRL website for details. The meeting location is not determined yet. As a reminder to the public, each citizen wishing to speak gets 3 minutes for their comments. Also, Chair Smith mentioned that Ridgefield Community Library grand opening is July 9<sup>th</sup> 10:30am and invited everyone to join us.

**4. REPORTS**

**4.1 Executive Director's Organizational Report and FVRL COVID-19 Response: Amelia Shelley and Administrative Team**

Shelley and the Administrative team reported on the work the library district is doing to continue to serve our patrons and support our employees as we move into the final phases of the pandemic. Kelsey Hudson gave an overview of Summer At Your Library (SAYL) program.

**4.2 Branch Report: Goldendale Community Library, Terra McLeod**

Terra McLeod gave an overview of Goldendale's library activities.

**4.3 Operations Center – Flood Restoration Status**

Josephson and Shelley discussed the Operations Center current state and future plans for the building including the construction budget and schedule. Smith said she appreciated the effort for maximizing resources as we rebuild.

**5. CONSENT AGENDA**

**5.1 Minutes Approval – May 17, 2021 meeting**

**5.2 FVRL Expenditure Approval: Reviewed by Kate Maple**

**5.3 Library Privileges Policy**

**5.4 Security Monitoring Policy**

Chair Smith asked to pull the May minutes from the Consent Agenda and amend them in this manner: In Item #1 Call to Order Brian Carrico is inaccurately listed as unable to attend Executive Session. Kate Maple should be listed instead of Brian Carrico as not in attendance for both Executive Session and the regular Board meeting.

**MOTION:** Jane Higgins moved and Mary Ann Duncan Cole seconded amendment of the May minutes. The motion carried unanimously via roll call.

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

**6. BUSINESS**

**6.1 FVRL Strategic Plan Update, Justin Keeler, Sam Wallin**

Keeler and Wallin reviewed the draft 2021-23 Strategic plan for the Board. Chair Smith commended staff for the clarity of the goals, mission and vision. Higgins would like hard copies of the presentation. Higgins worked with library staff on this plan and commends the level of commitment to the work and was grateful for the time. Shelley thanked the Strategic Planning Group for their work and the time involved noting the importance of this work. This item comes back to the Board in the July meeting.

**6.2 FVRL Annual Report to Washington State Library, Sam Wallin**

Wallin focused on 5 different service measures and the patterns they illustrate for FVRL during 2020.

**6.3 FVRL Annual Report to Washington State Auditor’s Office, Carrie Greenwood**

As is required annually, Greenwood presented the FVRL annual report to the Washington State Auditor’s Office.

**7. CITIZEN COMMENTS**

Written comments were received from: R Lord, Dennis Anderson, Gary Wilson, Quill Onstead

**8. BOARD COMMENTS**

Chair Smith thanked the staff for their presentations and reports.

**9. NEXT REGULAR MEETING**

The next meeting is Monday, July 19, 2021 (Location TBD)

**10. ADJOURNMENT**

The meeting adjourned at 8:19pm.

**Approved:**

*Kelly Smith*  
Kelly Smith (Jul 28, 2021 08:07 PDT)

Kelly Smith, Chair

*Kelsi Gilkey*  
Kelsi Gilkey (Jul 28, 2021 07:26 PDT)

Kelsi Gilkey, Secretary

Jul 28, 2021  
Date

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Date