

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

September 20, 2021

1. CALL TO ORDER

Chair Smith called the regular meeting to order at 6:00pm.

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

Board Members: Kelly Smith, Kelsi Gilkey, Brian Carrico, Jane Higgins, 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: Holland Christie, BattleGround Community Library Branch Manager

2. AGENDA

MOTION: Jane Higgins moved and Kate Maple seconded approval of the agenda. The motion carried unanimously via roll call.

3. CHAIR ANNOUNCEMENTS

Chair Smith is resigning her position on the Board of Trustees due to a move to Ridgefield effective September 30, 2021. Chair Smith thanked everyone she has worked with.

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 during the Covid-19 pandemic.

4.2 Branch Report: Battle Ground Community Library, Holland Christie, Branch Manager

Christie provided an overview of Battle Ground Community Library's activities over the past year.

5. CONSENT AGENDA

5.1 Minutes Approval – August 16, 2021 meeting

5.2 FVRL Expenditure Approval: Reviewed by Brian Carrico

5.3 Equity Policy

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

BUSINESS

6.1 Finance Committee Report

- a. 2022 Draft Budget – This is an early view of what to expect next year. Shelley gave an overview of the budget calendar, property tax levy income, 2022 budget goals, 2022 revenue forecast, personnel goals and new expenditures. This item will be brought back to the Board for a first reading at the October Board meeting.

- b. 2021 Amended Budget – Shelley gave an overview of the 2021 amended budget. This item will be brought back to the Board for a first reading at the October Board meeting.

6.2 Nominating Committee Report

- a. Election of Chair

MOTION: Kelsi Gilkey moved and Jane Higgins seconded the nomination of Brian Carrico to Board Chairman. The motion carried unanimously via roll call.

6.3 Policy Committee Report

- a. Asset Management Policy – First Reading
- b. Fiscal Management Policy – First Reading

6.4 Resolution 2021-11: Appointment of Auditing Officers

MOTION: Jane Higgins moved and Brian Carrico seconded approval of Resolution 2021-11. The motion carried unanimously via roll call.

7. CITIZEN COMMENTS

Written comments were received from: Ed Nunnally, Dawn Vaillencourt, Dennis Anderson, David Ross, Cynthia K. Allen, Carol Meyer, Lori Judkins, Rebecca Shefchek, Kristin Mangino, Henry Harbert, W.O. Jackson, Quill Onstead, Gary Wilson, Eduard Goncharuk, Alla Voronko, Molly Karlson, Margo Logan

8. BOARD COMMENTS

Jane Higgins thanked Kelly Smith for her service on the Board and her role as Board Chair. Brian Carrico seconded Higgin’s comments. Carrico also thanked staff who have been working through the pandemic noting the luxury of others to work from home while they must remain on the front line. He said “Thank you for managing so much change and we are hopeful things will get better.” Kelly Smith seconded Carrico’s comments noting the impact of a flood, a pandemic, supply chain issues, and employee morale as our challenges.

9. NEXT REGULAR MEETING

The next meeting is Monday, October 18, 2021 (TBD)

10. ADJOURNMENT

The meeting adjourned at 7:45pm

Approved:


[Kelly Smith \(Sep 27, 2021 10:05 PDT\)](#)

Kelly Smith, Chair

Sep 27, 2021

Date


[Kelsi Gilkey \(Sep 28, 2021 10:52 PDT\)](#)

Kelsi Gilkey, Secretary

Sep 28, 2021

Date