



MOUNT VERNON CITY LIBRARY
315 Snoqualmie Street
Mount Vernon, WA 98273
REGULAR BOARD MEETING
Thursday, March 11th, 2021
Minutes

AGENDA ITEMS

A. Call to order.	Action
The Library Board meeting was called to order a 5:32 pm. Isaac, Joan, Lyn, and Jessica were present.	
B. Minutes	
The minutes were approved from the February meeting.	
C. Visitors	Note
Kalohi Clark was visiting as a potential new board member.	
D. Surplus Material.	Discussion
Most of the surplus in March was connected with the weeding of the non-fiction collection and the weeding of magazines from last year.	
E. Budget Reports	Discussion
The library budget is performing as expected. As noted, we will run over in building repairs, operating supplies (because of the RFID), and computer equipment. These budget overruns of \$50,000-\$75,000 total will be offset by vacancy saving (the library is on track to save between \$100,000 - \$150,000 in staffing and benefits for the year.	
F. Statistics	Discussion
The library's circulation has risen from 30% of normal circulation to 52% of normal circulation through curbside. (152,000 items 2020). We will reach the closed month in April, and statistics will start to look better than the years before. Even after we open, it may take up to 3 years to fully recover the library users. The biggest challenge will be people's comfort with going out. We experimented with Facebook Ads to success and likely will include a Facebook AD strategy at reopening.	

G. Director's Reports

Discussion

a. Building Updates

The library Commons project moves forwards with a commitment from Skagit county to enter into a property agreement with the city. We also have opened the RFP process to get an architecture and engineering firm selected for the projects. By the next meeting, we will have a shortlist of candidates. This whole process will cost about 3 million dollars and shows a significant move forward on the project. Also, the city will likely interview final candidates the week of the 19th.

Discussion

We are pursuing state, local, and federal funding to close the 15-million-dollar gap in the project.

b. Advocacy

At the moment, we are not asking for more advocacy support. Soon we will need support for federal support.

c. Staffing

We are hiring in waves

- March 22: First Full-time Position Requested
- April 1: Part-time Wave One will be requested
- May 1: Second Wave of Part-time will be requested
- June 1: More Full-Time (x2) Requested
- July 6: Opening Requested

d. General Updates

Building Updates: RFID will be ordered by the next meeting. The key advantage is the improved check-in and check-out process. Video Door Bell is now installed. Plexiglas is now installed. Front Desk is in "closed mode." We will convert it to open mode shortly.

Program Updates: Isaac went over the Oz bots, Seed Videos, Little Free Libraries, and March Murder Mystery Game. The Window Painting was also highlighted as a great program.

H. Advice

a. Fine Free Policy

We are voting by e-mail on fine free policy.

Update: this was approved with three positive votes on April 12 (Frank, oan, and Jessica)

I. Around the Table (trustee comments/questions)

We talked about little free pantries, building little free libraries out of schools, the ability to read off lost books, and the need to look at other policy updates in the coming months. We also discussed the possibility of waving fines if the director to give approval for an alternative service, such as doing volunteer work, older children could read stories to younger children.

J. Board Chair's Report.

Election of officers will occur at the April meeting

K. Adjourn

We adjourned at 6:45 pm

Action

The next meeting of the Board of Trustees is
Thursday, April 8th, 2021, at 5:30 pm.