

**Minutes of the meeting of the
Mount Vernon City Library Board of Trustees
April 7, 2016**

Board members present: Hal Verrell, Margaret Redfern and Frank Replier.

Excused absence: Bill Craig.

Library staff present: Director Brian Soneda and Deputy Director Sara Holahan.

A. Call to order: Mr. Verrell, acting as Chair, called the meeting to order at 5:31 PM.

B. Approval of minutes from the March 3, 2016 meeting: Ms. Redfern moved that the minutes of the March 3, 2016 meeting be approved as submitted. Mr. Replier seconded the motion; all were in favor.

C. Visitors: There were no visitors in attendance.

D. Surplus Material: Mr. Replier moved that items withdrawn between March 2, 2016 and March 30, 2016 be declared surplus and transferred to the Friends of the Mount Vernon Library. Ms. Redfern seconded the motion; all were in favor.

E. Budget Reports: Mr. Soneda reported that one quarter of the way through the budget year, the departmental budget was "slightly overspent" but factoring in big ticket expenses that were expensed early in the year, things were in good shape. Mr. Verrell noted that one of the lines that appeared heavily expensed was the Postage line. Ms. Redfern noted that significant spending had occurred in the Books – Endowments line; Mr. Soneda shared that this line represented the Frank Bichler fund allocation for 2016 and in keeping with Mr. Bichler's wishes, was spent on hardcopy book purchases.

F. Approval of Disbursements: Ms. Redfern moved that disbursements from Period 3 in the amount of \$13,824.16 be certified as reviewed. Mr. Replier seconded the motion; all were in favor.

G. Monthly statistical reports: Mr. Soneda described a so-so month with one very positive statistic, that being a strong rise in the number of volunteer hours for March as compared to March of 2015.

H. Director's Reports:

a. 2016 Library Goals, progress report. Mr. Soneda shared a brief progress report on the 2016 Goals, noting that many of the activities associated with the Celebrating a Century of Service project were supportive of the 2016 Library Goals. Ms. Holahan noted that some of the discussions between department heads and between staff and the Library Foundation directly related to activities in 2016 Library Goal #1. Mr. Verrell also recalled the ongoing Society of Professional Engineering Employees in Aerospace (SPEEA) support of STEM

activities that aligned with Goal #2 activities, and credited former trustee Scott Correa for his efforts in gaining that SPEEA support.

b. New trustee training (follow-up). All trustees checked in as having taken either in person or acceptable online training on the subject of Open Meetings requirements. Mr. Soneda noted that bringing a new trustee on board (to fill out the remaining part of the term vacated by the newly appointed Superior Court Judge Riquelme) was in progress. When the new trustee was on board Open Meetings training would be back on the agenda.

c. Outreach (100 year anniversary). Mr. Soneda shared that the Centennial Committee continued to meet periodically and that some creative programming was in the works over the rest of the year, and that this programming would bring the library value statement to many in the public. He also noted that two staff members, Anita Thornton and Summer Daour, would be attending the April Chamber of Commerce's "Bizz Buzz" meeting to talk about the library.

d. Staffing update. Ms. Holahan reported that while there were no new employees brought on in the last report period, annual performance evaluations were in progress, with most completed and others to be completed in the next week or two.

e. other. Mr. Soneda noted that he would be addressing City Council on two items at the April 13 Council meeting, the first the regular Library Update and the second a request for approval of out of state travel to attend the American Library Association's annual conference in Orlando, Florida in late June.

I. Around the Table:

Mr. Repplier asked if the Friends Book Sale dates were an intentional tie-in to the Tulip Festival Street Fair; Mr. Soneda responded in the affirmative, noting that in past years, walk-by traffic to and from the Street Fair had measurably increased Book Sale attendance and sales. He also asked if the library had taken advantage of the popularity of Minecraft among kids; Mr. Soneda shared that staff had on several occasions done Minecraft-related programming. Finally, Mr. Repplier asked about the library grounds and who was in charge of maintaining those grounds. Mr. Soneda responded that this was somewhat complicated and multi-jurisdictional, but ultimately library staff should and did take pride in the appearance of the building and grounds. He noted that some staff members, himself included, had spent some time on grounds maintenance in early April as Tulip Festival visits to the area picked up.

Ms. Redfern shared her enjoyment of being involved as a judge in the Book Mark Contest, noting that the student artwork was very creative. Ms. Holahan and Mr. Repplier observed that there was a strong consensus among the trustee judges in the Book Mark Contest, with some unanimous and close to unanimous winners.

J. Board Chair's Report: Mr. Verrell referred to the grant cycles information listed on the office whiteboard and asked if the library had applied for any solar energy grants. Mr. Soneda noted that the City had successfully received some solar energy grant funding under Engineering Manager Blaine Chesterfield's lead a few years back. Mr. Verrell also noted that he was following the coverage of the Central Skagit Library/Sedro-Woolley Public Library "controversy" in the paper.

K. Adjournment: There being no further business, the meeting was adjourned at 6:30 PM. The next meeting of the board of trustees will be on Thursday, May 5, 2016 at 5:30 PM at the library.

Minutes by Brian Soneda, Library Director

