

**Minutes of the meeting of the  
Mount Vernon City Library Board of Trustees  
October 6, 2016**

**Board members present:** Katy Armagost, Bill Craig, Margaret Redfern and Hal Verrell.

**Board members absent:** Frank Replier.

**Library staff present:** Director Brian Soneda, Deputy Director Sara Holahan and (for part of meeting) Support Services Supervisor Anita Thornton.

**A. Call to order:** Mr. Craig called the meeting to order at 5:32 PM.

**B. Approval of minutes from the September 6, 2016 meeting:** Mr. Verrell moved that the minutes of the September 6, 2016 meeting be approved as amended. Ms. Armagost seconded the motion; all were in favor.

**C. Visitors:** Mr. Craig welcomed guest, Mayor Jill Boudreau. Ms. Boudreau spoke about Proposition 1, the transportation benefit district measure on the November ballot for Mount Vernon residents, noting that she was sharing information on Proposition 1 and its implications for street and road upkeep with many boards, commissions and organizations in the days leading up to the election. After answering a few questions on the measure, she shared a little background on the ongoing 2017 City Budget process. Ms. Armagost noted that she had attended the October 5 City Council Public Safety Committee meeting and observed what she felt was the “reluctant support of Council” for new taxes.

**D. Surplus Material:** Mr. Verrell moved that items withdrawn between September 7 and September 23, 2016 be declared surplus and transferred to the Friends of the Mount Vernon Library.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 described expenditures through the first nine months of the year to be on track.

**F. Approval of Disbursements:** Ms. Armagost moved that disbursements from Period 9 in the amount of \$21,507,915,848.99 be certified as reviewed. Ms. Redfern seconded the motion; all were in favor.

**G. Monthly statistical reports:** Mr. Soneda noted that overall September was rather slow month in comparison to September of 2016. He did share that volunteer numbers were very strong for the month, with many volunteer hours in support of the Friends of the Mount Vernon Library Fall Book Sale on September 23-24.

**H. Director’s Reports:**

**a. 2017 Library Goals, first reading.** Mr. Soneda shared a very preliminary draft of the 2017 Library Goals, noting that there had been some discussion but

much more to come with staff on the draft. The biggest change from the current goals would be the addition of a goal focusing on improving patron experience and ease of use of the library's online presence, including the webpage and Facebook pages. He invited trustee input in fine tuning the 2017 Goals

**b. Digital Content overview (Thornton)** Ms. Thornton described the hoped for addition of Hoopla to the library's offerings to the public, noting that subscribing to the streaming service was dependent on approval of the 2017 Library Budget, still in preliminary status. She then demonstrated what the service would look like to library patrons on a library laptop computer. Trustees were impressed with the potential. Ms. Thornton noted that the cost model for Hoopla was different from any of the library's current digital offerings, as it was based on number of users. The library could set an overall cost threshold for the year and could set individual use limits, but had to guess at usage rates. Ms. Armagost asked whether Hoopla, should it be added, would replace other digital content contracts, such as OneClick or Overdrive. Ms. Thornton and Mr. Soneda responded that this had not been decided, but was a possibility. Ms. Thornton added that what was available to patrons on OneClick, Overdrive and Hoopla had some overlap but were quite different. Finally, Ms. Thornton noted that the Horizon upgrade would make patron ease of use in accessing digital content much smoother and quicker. Mr. Soneda added that the Horizon operating system upgrade part of the 2017 Library Budget had strong support from the mayor and from Council, and was not at risk in the ongoing process to finalize the 2017 City Budget. He added as a cautionary observation that while he was in general hopeful, some other budget components in the preliminary 2017 library budget, such as Hoopla, could be at risk. Ms. Thornton left the meeting after her presentation.

**c. Outreach (100 year anniversary).** Mr. Soneda shared that the remaining "big" *Celebrating a Century of Service* event for the year was the library's participation in the Downtown Mount Vernon Christmas Parade on December 4, and that the theme for the library's float would tie into the Centennial.

**d. 2017 Library Budget preparation status.** Mr. Soneda reported that as noted in the agenda item on Digital Content, the library's preliminary budget and initial mayoral adjustments were done. Department Heads would have opportunities to share overviews of their departmental preliminary budgets with City Council over the month of October. Mr. Soneda concluded by promising to share any new information on the progress of the City Budget process at the November meeting, but that it was not likely that much more would be clarified by that time.

**e. Staffing update.** Ms. Holahan reminded trustees that some key part-time positions at the library were vacated by resignations, adding that later in October a staff committee would interview candidates for those open positions. Ms. Holahan and Mr. Soneda commended library staff for carrying on in providing great library service in a "stretched thin" time.

**f. other.** Mr. Soneda shared that he would be presenting on October 12 to City Council about a mayoral proclamation of October 16-22 as National Friends of Libraries Week. He invited trustees to attend that City Council meeting, as well as the Friends Appreciation Day culminating that week, on Saturday, October 22, at the library.

**I. Around the Table:**

**Mr. Verrell** passed.

**Ms. Redfern** spoke briefly about the trustee training event put on by the State Library, held in Everett on September 20, calling it “interesting and informative.”

**Ms. Armagost** also attended the trustee training in Everett and added that it provided “lots of information” and helped her understand the differences between district and municipal libraries, and how the roles of trustees differed in these different kinds of libraries.

**J. Board Chair’s Report:**

**a. Library Director evaluation process.** Mr. Craig shared an overview of how the process had been executed in the past, noting the separate staff and trustee parts of the evaluation. The director’s evaluation would be on the agenda for the next two Board meetings, with the potential for a called special meeting to finalize the evaluation should that be required. Finally, Mr. Craig requested that Trustee Training be added to the November agenda, at which time Ms. Redfern and Ms. Armagost could more fully report on the September 20 trustee training event.

**K. Adjournment:** There being no further business, the meeting was adjourned at 6:32 PM. The next meeting of the board of trustees will be on Thursday, November 3, 2016 at 5:30 PM at the library.

Minutes by Brian Soneda, Library Director