

**Minutes of the meeting of the
Mount Vernon City Library Board of Trustees
March 07, 2019**

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

Absent (or Excused Absent): Katy Armagost, Lyne Olson

Library staff present: Library Director Isaac Huffman, Library Specialist Carissa Mason

Visitors: none

A. Call to order: Ms. Redfern called the meeting to order at 5:30 PM.

B. Approval of minutes from the February 07, 2019 meeting:

Mr. Verrell moved that the minutes from the February 07, 2019 meeting be approved as submitted. Mr. Replier seconded the motion; all were in favor.

C. Visitors: none

D. Surplus material: Mr. Replier asked if there is an area the library is currently working on to weed out books. Mr. Huffman replied that they just did the last parts of the children's section. The next section is the Spanish section.

E. Budget reports:

Mr. Huffman said that in revenue, the library is running a little low on fines/fees for February. He attributes this to the winter weather that month.

In expenditures, the big software maintenance horizon payment went through.

Mr. Huffman said they are tracking right on budget.

F. Statistics:

Mr. Huffman went over library statistics. He said some numbers are down due to winter weather. Mr. Replier asked about formatting the statistics into a trend line with some data points. Mr. Huffman replied that they are working on that type of format.

G. Monthly Reports: Foundation update: Mr. Verrell said the Friends of the Library are working with Michael Stark. Their goal is to drive a 4 million dollar fund raising campaign. They are going for funding to support the interior of the building. Their big task right now is branding. May 19th is the membership for the foundation / campaign kickoff.

H. Director's Reports:

- a. Grant Updates:** There are two projects that will be grant funded: a food and nutrition program and a STEM program. The library is working with a large group of people for a 6 week course about cooking for 12-14 year olds. 6 culinary teachers are willing to volunteer their time to the program. For the STEM program, they are going to use VR technology for virtual field trips in technology companies.

- b. Central Skagit agreement:** Mr. Huffman said the new agreement is in place and ready to go.

- c. Digital Resource update:** The library now has a subscription to Lynda.com, an online training platform.

- I. Quick Advice:** Mr. Huffman and the Board reviewed a letter from a patron that was concerned with the library using peanut butter. A recent children's program made birdfeeders with peanut butter. Mr. Huffman said that the library currently does not have an allergy policy. He asked the Board: should the library write a policy or have an informal rule? The Board concluded that a written policy was not necessary, but that the library should have notice of when it is using peanut butter.

J. Around the Table:

Mr. Verrell passed

Mr. Replier heard about the library giving out Discover Passes. Mr. Huffman showed the Board the new Discover Pass backpacks available to check out at the library.

K. Board Chair's Report: Ms. Redfern volunteered Monday to pull program guides for March/April. She thinks they are a quick reference to the things happening in the library and very well designed.

L. Adjournment: The meeting was adjourned at 7:00 PM. The next meeting of the board of trustees will be on Thursday, April 11th at 5:30 PM at the library.

Minutes by Carissa Mason, Library Specialist