



MOUNT VERNON CITY LIBRARY
315 Snoqualmie Street
Mount Vernon, WA 98273
REGULAR BOARD MEETING
Thursday, February 10th, 2022

Minutes

5:30 P.M. – Office

AGENDA ITEMS

A. Call to order

The meeting was called to order at 5:30 P.M. Kalohi Clark, Lyne Olson, Joan Gordon, Beth Bermani, and Mary Hoskins-Clark attended.

Action

B. Approval of the minutes of the January 13th, 2022 Board Meeting

Lyne motioned to approve. Joan seconded. Minutes were approved.

Note

C. Visitors

None were present.

Discussion

D. Surplus Material

Surplus material is mostly damage replacement. We have implemented a new process for damage evaluation which is going well. In addition, a part time YS staff member is being trained on book repair. There was a discussion about how we evaluate the cost of repair (both materials and labor) versus the cost of the item. Beth mentioned that there is an issue with kids tearing out RFID tags. Youth Services will begin educating patrons about the tags.

Discussion

E. Budget Reports

The cut-off date for reconciling the 2021 budget was January 31st so that was focus. Revenue is based solely on what was collected through charges for services and fines/forfeits. The new cashiering system went live on January 18th. There are some technical glitches

Discussion

that need to be addressed as well as procedural changes for staff to work through. Overall, it will streamline deposits, give us additional reporting capability, and patrons appreciate the ability to use a credit/debit card.

There is one expenditure in professional services budget line that Isaac needs to clarify.

F. Statistics

The increase in physical checkouts continues in both Adult and YS. We are adding to The Library of Things collection and are excited to see how they are received. The first items are focused on gardening and include seedling heat mats, soil test kit, and a soil test meter.

G. Staff Reports

a. New Building

City Council agreed to pursue a loan application which is great news. A loan can offer more funds and allows for more flexibility compared to a bond.

b. School District Cards

As of January 27th, we have added 498 student cards. Currently, the district sends this information when they receive parent/guardian opt in. Moving forward we hope to receive data on a regularly scheduled basis.

c. Programming Pause and Return

In consultation with the Skagit County Health Department, all in-person programming was paused for two weeks. Storytimes except for infant storytime resumed this week.

d. Hiring Update

Interviews for part time positions in both Public Services and Support Services will begin tomorrow. Anita's position is still unfilled. Offers were made to two candidates both of whom declined so we will be moving on to other interviews.

H. Decisions

a. Customer Service Policy

The Board added Mount Vernon City Library Code of Conduct and Mount Vernon City Library American with Disabilities Act Compliance Policy as dependencies. Joan motioned to approve. Kalohi seconded. Policy was approved.

Discussion

b. Discontinue of the Adult CD Collection

The Board had questions about the Adult CD collection. Is there a genre of music that check outs more than others? Is it possible to pare down our current collection but not completely discontinue it? Do we refer patrons to other libraries that have specialized music collections such as the jazz collection at Anacortes? What digital music options are available? The Board tabled this decision until these questions can be explored.

c. Board Member Recommendation

The Board discussed applicants and decided on a recommendation which will be forwarded to the Mayor.

I. Around the Table (trustee comments/questions)

- a. Joan did not have any comments.
- b. Lyne did not have any comments.
- c. Kalohi asked if there was another policy for the Board to review at the next meeting. If so, please email it in advance of the next meeting. He then asked Beth about the relocation of the new books in YS. Beth explained that the move was to make a space for the new Vox books.

J. Board Chair's Report

There was no Board Chair's Report.

K. Adjourn

The meeting was adjourned at 6:24 P.M.

Report/Discussion

Report

Action

The next meeting of the Board of Trustees is
Thursday, March 10th at 5:30 P.M.