

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT
Board of Trustees Public Meeting Minutes**

July 18, 2022

1. CALL TO ORDER

Chair Higgins called the regular meeting to order at 6:00pm noting that an Executive Session was held prior regarding consideration of the sale of property and the topic of personnel. No decisions were made. Chair Higgins welcomed everyone to the meeting.

RETREAT ATTENDEES:

Board Members Present: Mary Ann Duncan-Cole, Penny Love-Henslee, Megan Dugan, Kristy Morgan

Board Members Online: Jane Higgins

Administrative Team: Amelia Shelley, Executive Director; Mary Abler, Deputy Director; Lee Strehlow, Human Resources Director, Lynne Caldwell, Collection & Technology Services Director; Special Guest: Sean McGill, Ridgefield Branch Manager; IT Support: Moss Smetana; Recording: Sami Bretherton, Executive Assistant

2. AGENDA

The agenda was amended to remove Attar Bhangal as presenting the financials. Amelia Shelley presented in his place.

MOTION: Penny Love-Henslee moved and Mary Ann Duncan-Cole seconded approval of the amended agenda. The motion carried unanimously via roll call.

3. CHAIR ANNOUNCEMENTS

There were no chair announcements.

4. REPORTS

FVRL Organizational Report, Mary Abler

Abler shared branch highlights and updated the Board on the progress of the strategic priorities work.

Branch Report: Ridgefield Community Library, Sean McGill

McGill gave an overview of the activities of the past year for the Ridgefield Community Library.

June Financial Statements, Amelia Shelley

Shelley gave an overview of the June revenue and expenses.

Operations Center Flood Recovery Closeout, Amelia Shelley

Shelley reviewed the insurance coverage closeout details including repairs, renovation and relocation costs.

5. CONSENT AGENDA

5.1 Minutes Approval – June 25, 2022 meeting

5.2 FVRL Expenditure Approval: Reviewed by Penny Love-Henslee

MOTION: Penny Love-Henslee and Kristy Morgan seconded approval of the consent agenda. The motion carried unanimously via roll call.

6. **BUSINESS**

6.1 2021 SAO Annual Financial Reports, Amelia Shelley

FVRL is required to share a yearly annual report with the Board of Trustees.

6.2 Policy Committee

a. Trustee Bylaws Policy – First Reading

b. Trustee Ethics and Responsibilities Policy – First Reading

One change was requested to the second bullet point of the first page of the Trustee Ethics, removing the words “by groups or individuals”.

There will be a second reading of these policies at the August meeting. Please contact Jane Higgins if you have additional changes.

6.3 Resolution 2022-10: Union Corner Construction Project Closeout

This resolution authorizes the closeout of the Union Corner Construction contract for construction of the FVRL Operations Center after the catastrophic flood of 2020. The resolution was amended to remove remote meeting reference in the first line of the resolution.

MOTION: Mary Ann Duncan-Cole moved and Megan Dugan seconded approval of the amended Resolution 2022-10: Union Corner Construction Project Closeout. The motion carried unanimously via roll call.

6.4 Resolution 2022-11: Woodland Architect's Contract

This resolution approves the Hacker Architect's contract. The Executive Director's authority to approve FVRL contracts is limited to a maximum of \$350,000, and contracts over that amount require approval by the Board of Trustees. The resolution was amended to reflect the correct library location for the meeting.

MOTION: Megan Dugan moved and Penny Love-Henslee seconded approval of amended Resolution 2022-11: Woodland Architect's Contract. The motion carried unanimously via roll call.

6.5 Resolution 2022-12: Surplus – Capital Equipment Removal

FVRL gave the Board notice that we had surplus in the form of automated handling machines that we needed authorization to sell or discard.

MOTION: Kristy Morgan and Mary Ann Duncan-Cole seconded approval of Resolution 2022-12: Surplus – Capital Equipment Removal. The motion carried unanimously via roll call.

7. **CITIZEN COMMENTS**

Written comments opposing Drag Queen Story Hour (DQSH) programming in the library were received from: Gail Spreadborough, Mike Johnson, Lori Judkins, Amy Reber, Dennis Anderson, Anna Nolen, Doug Coop.

In person comments:

Tevis Laspa: Gave thanks and appreciation for the Ridgefield Library. Also commended branch manager, Sean McGill for his leadership and support.

Sharon Watt: Woodland Library Friends gave information about upcoming book sales and asked about the budget for the Woodland Library.

In person comments in support of DQSH and diverse programming in the libraries were received from: Mads Whitmarsh-Jones; Ryan Whitmarsh-Jones.

In person comments opposing DQSH programming in the library were received from: Gary Wilson, Randy Schmidt, Margo Logan, Phil Kronebusch.

BOARD COMMENTS

Megan Dugan thanked Sean McGill for his leadership. She also thanked Mary Abler for her reports that focus on the positive events happening in the district. Penny Love-Henslee enjoyed seeing the letters shared from the young patrons. She was also appreciative of seeing the pictures of the Operations Center flooding as it brings home the scope of the event. Chair Higgins thanked everyone for their attendance this evening.

8. NEXT REGULAR MEETING

The next meeting is to be determined. (Hybrid/Location TBD)

9. ADJOURNMENT

The meeting adjourned at 7:23pm.

Approved:

Dorcas Jane Higgins
Dorcas Jane Higgins (Aug 31, 2022 13:22 PDT)

Jane Higgins, Chair

Mary Ann Duncan-Cole
Mary Ann Duncan-Cole, Secretary

Aug 31, 2022

Date

Sept. 22, 2022
Date