



ANACORTES PUBLIC LIBRARY

Board of Trustees' Meeting Minutes

November 18, 2019 9:00 am

Board of Trustees Attendees: Alethea Fleming, Jim English, Dave Duck, Nick Alphin, Katherine Hamer

Library Attendees: Ruth Barefoot, Sydney Brady, Diana Farnsworth, Jeff Vogel, Leslie Wilson, Michelle Hanna

Approval of Previous Minutes

Minutes of October 21, 2019 meeting were approved (Jim moved, Katherine seconds)

Internal Updates

General Updates *(Ruth Barefoot)*

- Ruth updated the Board on 2020 Funding. The budget is approximately 1.7 million, up from 1.5 million last year. 2020 is going to be the first year that we can roll forward unspent budget money to the new year.
- We have a new Library Assistant! Lydia LeBar begins as LA December 3. She is currently in training.
- Teamsters negotiations continue. The current focus is around planning vacations. There will be a new bidding process for vacations in an effort to make time-off requests more fair and equal.
- Teen Space update: It is up to Mac to prioritize projects and decide where the Teen Space goes. Mac is working with VECA. The lighting plan is holding up the process. Specific Library funds will pay for the structural changes and the hopes to supplement with fundraising for other things, such as furniture. The teens will be involved in the process when the time gets closer, but to keep the teens interested it needs to be more "now-based" rather than long term future planning.
- Children's space is paid for by the Maxson gift.
- The marketing screen was installed in the Library lobby in time for SciFi night. In the future it will also be used for special events and announcements, and will have an animated library logo, along with Library news.

SciFi Night *(Diana Farnsworth)*

- SciFi night was a big success! There were over 460 attendees. The food, volunteers, and costumes were all fantastic.
- Great teen volunteers helped with crafts, signs, and other things as needed. They really jumped in and did a great job.
- Emerald City ComicCon donated 2 free 4-day passes for the winners of the costume contest.
- Next year's Genre night may be mythology or fantasy

Other Teen Updates *(Diana Farnsworth)*

- The rest of the year will consist of planning for the Teen Space during Teen Advisory.
- Teen demographics are mostly female but boys participate more for the Genre Nights.
- There are more middle and early high school kids than older high school students.
- We'd like to start a HS only teen group, perhaps early next year.

Children's Programs and Services *(Leslie Wilson)*

Some events coming up include:

- CosPlay makeup session
- Anime Meetings
- Elementary Book Club
- Elf Storytime
- Wrapping books from WaterMark (last year we wrapped over 200)

Self Check-in Update *(Jeff Vogel)*

- It's still in flux - we've run into a few kinks with the EnvisionWare software. The check-in is OK but the holds process is holding up the process. We need to streamline the holds and slips for privacy issues, and Biblionix and EnvisionWare aren't currently talking to each other.

Staff Updates *(Sydney, Leslie, Diana)*

- (Sydney) 2nd Circ Team training was very successful. We may do them more often.
- (Leslie) Diana and Leslie will be going to the WA Library Training in Bellevue. The topic is LGBTQ issues in the Library.
- (Diana) Marketing Update: the public can sign up for an email newsletter to stay informed of Library events.
- Diana is setting up meetings with internal groups for logo and marketing streamlining.

Library Social- January 23

- Alethea will be taking the invitation list to the Foundation for edits.

Friends of the Library

- Leslie and Diana presented budget request.

MOU/Interlocal Agreement for Anacortes School District

- Diana heard from the ASD that they have a couple changes to make. Once approved, it will be a 3 year agreement. (This program has been operating since 2016.)
- Student cards have been renewed for existing students.

Community Meeting Room Policy

- Regarding HOAs: Jim objects to specifying HOAs in the list of unapproved uses of the room. He felt it called them out too specifically. Ruth will rephrase the wording and sent it back out to the board for a vote.

Trustee Interview Update *(Alethea Fleming)*

- There will be 6 interviews in total. 2 were held last week and 4 will be this week. They are all strong candidates of a wide age range and a fairly even gender split.

Meeting Date Change

- Alethea proposed moving the meeting date to the 2nd Monday of the month. After some discussion about schedules, it was agreed that the Board will begin meeting on the 2nd Monday beginning January 13, 2020. There will be no meeting next month.

The meeting was adjourned at 10:20 a.m. by Alethea.

The Board entered Executive Session for 20 minutes to review the Library Director's evaluation.

The next meeting of the Anacortes Public Library Board of Trustees is January 13 at 9 a.m. in the Community Room.