



**Lake Stevens Library Board  
January 21, 2021 at 4:30 p.m.  
BY REMOTE ACCESS ONLY VIA ZOOM**

Join Zoom Meeting:

<https://us02web.zoom.us/j/85257771958>

Or call in at: (253) 215-8782

Meeting ID: 852 5777 1958

Call to Order

Roll Call & Introductions

Oath of Office for New Members Helen Taylor & Lynn Myers – Kelly Chelin

Approval of Minutes: October 16, 2020

Reports:

Managing Librarian – Lindsay Hanson

Sno-Isle Update

City Update

Committees:

- Facilities
- Friends: Melissa Knaak

Board Comments

Adjournment

Next meeting: April 14, 2021 at 4:30 p.m.

***The Public is Invited to Attend***

**Special Needs**

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact the Human Resources Director, City of Lake Stevens ADA Coordinator, (425) 622-9400, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

# Lake Stevens Library Board

## October 16, 2020 4:58 p.m.

The meeting was hosted via Zoom and due to a technical problem was delayed in starting until the issue was resolved. The meeting was called to order by Shaelynn Charvet Bates at 4:58 p.m.

**In Attendance: Board:** Shaelynn Charvet Bates, Abe Martinez, Debby Ames, Melissa Malfo; Teresa Bannon; Andy Powers; Emily Stainbrook; **Sno-Isle:** Chy Ross, Lindsay Hanson **Friends:** Melissa Knaak; **City Council:** Mary Dickinson, Steve Ewing; **City:** Kelly Chelin, Russ Wright, Gene Brazel

Board absences: Ann Hilton-Adams (Note: due to confusion created by the technical problems and followup emails that initially cancelled the meeting, it is not in the best interest of this body to label the absence in this case as excused or unexcused.

### Approval of prior meeting minutes

**Motion** by Andy Powers, second by Teresa Bannon, to approve the minutes of the July 16, 2020 meeting as submitted. On vote the motion carried (7-0-0-1).

### Reports

**Managing Librarian:** Lindsay Hanson, provided information on how the library has continued to been cope under the COVID-19 restrictions. A copy of her report is attached to these minutes.

**Sno-Isle Libraries District Manager:** Chy Ross spoke about Sno-Isle's efforts to adjust their operations now that the Governor's Safe Start guidelines have been announced allowing for some use of public libraries. The changes had just been announced, so no changes have been made at this time. Updates will be released to the public soon.

He gave an update on the ultimate change of location for the library, both short-term and long-term. A copy of his report is attached to these minutes. He noted that a key part of the plan will be community engagement and he also let the board know that earlier in the week Sno-Isle representatives made a visit to Lake Stevens to examine possible sites for the temporary library location including the old police station.

**City Update:** Community Development Director, Russ Wright provided provided an update on Chapel Hill development process. He emphasized that the consultation with Stowe Development and Strategies is a joint effort with Sno-Isle and the Sewer District.

He mentioned that the City will host a dedicated page on its website with updated information about the Chapel Hill property and the civic center development. Sno-Isle may provide information as well, but will leave the hosting and posting to the city. Chy Ross stated that he sees the communications efforts going forward as being “complimentary” to those of the city and looks for opportunities for more shared statements as they become necessary. Other comments were made by board members acknowledging the efforts both the city and Sno-Isle are making to become more transparent in what is happening with regard to the temporary move and the permanent library location.

**Facilities:** As there are no outstanding issues for this committee, especially during the time that the facility is not open to the public, no members have been assigned at this time and no report is necessary.

**Friends:** Melissa Knaak gave an update including information about the first meeting of the friends since Covid. Since the Book Nook is not accessible, the Friends agreed to leave that area and allow library staff to adapt it for greater social distancing.

The used books that would normally be sold in the Book Nook or during Aquafest will likely be donated to Discover Books. The Friends will receive two cents per pound for those books. This includes the books that are currently in the library attic as well as those in the rented storage space. Some of the books for young children will be polled and donated to the Lake Stevens School District ECEAP (early childhood education and assistance) program.

Fundraising is continuing through the Lake Stevens virtual craft fair on Facebook where the Friends are selling book baskets.

The Friends are looking into ways to p[ay tribute to Shirley Anderson Anderson, one of their older members who recently passed away. The hope is to do so in the new facility once that is built.

**New Business:**

**Election of Officers**

Shaelynn Charvet Bates explained again that the chair and secretary have been serving since January of 2019 under a suspension of rules barring anyone from serving beyond a consecutive four-years as an officer. As such, she asked the board if there were nominations for those positions at this meeting. There were no responses.

Given the fact that no one was interested in filling those positions, it was proposed that the present officers continue in their roles for another year with another suspension of rules.

Andy Powers made the motion to suspend the rules for another year. Teresa Bannon seconded. On vote the motion carried (7-0-0-1).

Shaelynn informed us that there is now another opening on the board as Jason Colby has moved out of the state. The city will put information on the website informing the public of the opening and applications will be accepted in the weeks to come. Board members are encouraged to recommend serving to others who may be interested.

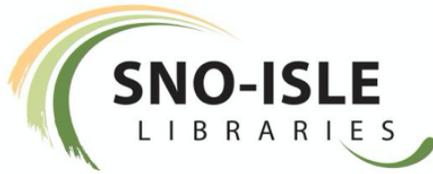
Shaelynn said she will find and send out information about upcoming end-of-appointments dates for current board members.

**Board Comments:** None

The meeting was adjourned at 5:44.

**Next meeting:** January 21, 2020

Respectfully submitted,  
Abraham Martinez  
Secretary



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## **Lake Stevens Library Board – Facility Update October 15, 2020**

Sno-Isle Libraries is honored to have served the Lake Stevens community out of the building on Main Street for the past 35 years. The following is an update on the current state of efforts to identify both long-term and short-term facility solutions for the public library in Lake Stevens.

Prior to 2008, Sno-Isle operated the library in Lake Stevens based on a service contract paid by the City. In 2008 residents voted to annex into the Sno-Isle Libraries Service District. Within the annexation agreement, the City of Lake Stevens committed to provide a facility for library services. The City's downtown redevelopment goals prompt the need to address both an interim and long-term facility location for library services.

Sno-Isle Libraries owns two parcels adjacent to the city of Lake Stevens' parcel in the Chapel Hill area. At the request of the City of Lake Stevens, Sno-Isle Libraries and the Lake Stevens Sewer District have been exploring a potential public-private partnership to build a joint civic center on the combined parcels. Sno-Isle remains curious about the funding model for this project and has been awaiting information as to how this project can be viably funded via this partnership. Stowe Development & Strategies is facilitating the work of this project and will soon engage the Lake Stevens community to learn about needs for a library and civic center. Sno-Isle is committed to ensuring that this community engagement process informs our decisions around locations, both temporary and long-term.

### Considerations:

- Sno-Isle Libraries is committed to providing library services in Lake Stevens.
- Sno-Isle Libraries supports the City's downtown redevelopment goals and recognizes there is urgency in developing a library facility solution addressing the displacement from the current Lake Stevens Library building by May 31, 2020.
- Sno-Isle Libraries believes the Civic Center Campus project provides a great opportunity for a long term library facility solution provided there is a viable funding strategy.
- Sno-Isle Libraries continues to explore options with the city for housing library services. One of the short-term options being explored is the current Lake Stevens Police Station.
- Sno-Isle Libraries will continue to seek alternative funding and partner with Rep. John Lovick and the State Legislature on developing an early-learning focused library through a grant received in 2020

# Lake Stevens Library Board

October 15, 2020

## Report

*Lindsay Hanson, Library Manager*

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## Building Update

Sno-Isle and the City of Lake Stevens are working to determine a temporary location for the library in order to allow the city to complete North Cove Park and Mill Spur Rd. The city has sent us a letter of notice informing us that we need to be out of our current building by May 30, 2021 and has suggested that we move to the old Police Station, but that has not yet been decided. Sno-Isle Libraries is supportive of the City completing North Cove Park. We're committed to providing library services in Lake Stevens no matter where we end up! Chy Ross, District Manager, will be providing additional updates.

## Contact Free Services

We continue to offer contact-free pick up of materials! We've circulated 20k items since we closed in March!

Check out our [brand new website](#)! It's amazing.

Some other contact-free services include:

- Library Picks and Quick Picks for help finding something to check out
- Remote Printing
- Laptop Checkout
- Free masks
- To-do to-go children's activities
- Book-a-librarian

We also continue to offer many online programs. We have had over 11,000 attendees at our online programs since March. Our most well-attended program was a recent author event with J.A. Jance at 597 attendees! We also provide regular:

- Storytimes
- Book groups (If you like horror, join Lake Stevens staff member Adam for his new Morbid Mondays book club on October 19<sup>th</sup>.)
- Talk Time for English Language Learners
- Triva (family and pub)
- Author Visits
- Reading with Rover
- Silverkite educational programs