

# Lake Stevens Library Board

## January 20, 2022

The meeting was hosted via Zoom and called to order by Abe Martinez (Newly Elected Chair) at 4:31 p.m.

### In Attendance

**Board:** Abe Martinez, Melissa Maffeo; Shaelynn Charvet Bates, Lynn Myers, Candace Barlow, Emily Stainbrook, Andy Powers, LeeAnn Balbirona, Helen Taylor

**Sno-Isle:** Lindsay Hanson, Chy Ross, Antoinette Morales-Tanner, Paul Ryan

**Friends:** Melissa Knaak

**City Council:** Mary Dickinson

**City:** Mayor Brett Gailey, Russ Wright (Community Development Director), Steve Ewing (Council President), Kelly Chelin (City Clerk)

**Attendees:** Senator John Lovick, James Harmon

**Excused Absences:** None

**Non-Excused Absences:** None

**Roll Call & Introductions:** Note that our new Sno-Isle Lake Stevens Library Manager was introduced, Antoinette Morales-Tanner.

### Approval of prior meeting minutes

The board unanimously approved the minutes of the October 21, 2021 meeting as submitted. On vote the motion carried (9-0-0-0). *(The one correction that needed to be made was on page 2 of the minutes from the Sno-Isle Report the grant number said 3.2 million and it needs to be corrected to 3.1 million.)*

### New Business

#### Lynn Myers Leaving Board

Lynn Myers said goodbye and thank you for allowing her to serve on the Library Board. She is moving out of the area.

#### New Opening on Library Board

There is a new opening on the board due to Lynn Myers departure. It is already listed on the City of Lake Stevens Website home page.

## Changes to Library Board By-Laws

Shaelynn Charvet Bates suggested a change to the Lake Stevens Library Board By-laws "to better reflect the time and manner of our meeting."

Abe Martinez made a motion and Andy Powers seconded the motion to make this change.

The 2<sup>nd</sup> change Abe Martinez suggested, which is a subsidiary motion, to change the current wording that states "*One of the professional librarians of the Sno-Isle Library staff and the Lake Stevens managing Library will attend the board meetings in an advisory capacity.*" The proposed change is "*The Managing Librarian, or other designated Representative of Sno-Isle Libraries will attend the board meetings in the advisory capacity.*" **Board accepted requested wording.**

The next requested change is to the current wording that states "Regular meetings will be held quarterly January, April, July and October on the 3<sup>rd</sup> Thursday of the month at 4:30 p.m. in the Lake Stevens Meeting Room"

Abe Martinez proposed the following change to "*Library Board meeting quarterly January, April, July, and October on the 3<sup>rd</sup> Thursday of the month at 4:30 p.m. in a Lake Stevens community meeting space reserved for the board prior to the meeting. If circumstances require it, or a quorum of board members requested, the meeting may be held via tele-conference using an electronic platform provided and hosted by the City of Lake Stevens. Notice of the details of the meeting will be delivered via email to all board member and posted for the public by the city one week prior to the meeting "*

Helen Taylor proposed a version # 2 to this "*The meeting space reserved for the board prior to the meeting with an option for remote participation, if requested.*"

Currently this is not an issue due to the state mandate that requires a virtual meeting.

Helen Taylor also suggested as a point of reference that she thinks it will be very helpful to add this accessibility to people even after the mandate.

City Clerk Kelly Chelin, said the Mill is a great space for meetings.

Shaelynn Bates asked if there would be a recording of the meeting when we are able to meet in person. Clerk Chelin said she would have to get back to the board on that matter. We don't have a choice on remote participation at this time so maybe revisit at a later time.

Motion vote on version #1 Unanimously agreed to (9-0-0-0).

Motion Vote on version #2 (Unanimously agreed to (7-2-0-0)

Senator John Lovick had to leave the meeting and will join at another time.

## Reports

**Friends:** Melissa Knaak, President, said that Lynn Myers is departing the Friends of the Library. New Vice President, James Harmon, is currently working on public outreach. The Book Nook is up and running but they had to stop taking donations because they don't have the space to put the books, the storage unit is really full. They have hopes to do a quarterly sale in the meeting room once it is allowed. Once it is, then they will work on a plan. Not sure on what a sale would produce maybe \$500-\$1000 for a weekend. Very positive news has been the Book Advent Books sale which brought in just over \$2000. They will do it again this year. They ended the year in the red at \$6,285.01. Mainly due to the \$10,000 Grant that was given to the Library for the children's area. The only Support the library is current asking for is summer reading which is \$1200 for the prize books, Sno-Isle can't spend money on giveaways. Storage unit and regular business will have to be paid for but they are ready to support whatever they need to do in the future towards a new building.

### **Lake Stevens Library Report:**

Antoinette Morales-Tanner, Lake Stevens Library Manager, gave us an introduction to herself as the new Library Manager.

Third Graders Read Together begins this month. It will be at Three Elementary schools (Highland, Hillcrest, Skyline) and 13 classrooms participating. Each class will get two books and each teacher will get a packet with teachers resources that include lessons plans, vocabulary lists and will have a Live Author event.

Settling into new building space and they are currently having an artist exhibit that is above the Teen Shelves with art from 35 eight graders from Cavelero Mid High School that features portraits of adoptable shelter animals. The display also integrates scannable QR codes linking to a video explaining the exhibit and has a message from Mayor Brett Gailey. They have teamed up with Paws With Cause. The exhibit will be featured the months of January and February.

Looking forward to planning the Spring and Summer programs.

### **Sno-Isle Library Reports:**

Chy Ross, Assistant Director of Capital Strategy, gave us an update on the status of the Chapel Hill Civic Center/Library project from Sno-Isle's perspective. **(Report Attached)**

The biggest development to date has been Sno-Isle's success in securing the 3.1 million in grant funds from the state for a new library, with huge thanks to Senator John Lovick. Sno-Isle has already spent \$150,000 in state funds on the process so far. This funding does require a matching fund requirement. ***The newest development is that Sno-Isle has committed to securing or providing those matching funds towards the new library.***

With those funds they are planning to move forward this year on the site preparations on the Chapel Hill property that the Library District owns in addition in parallel to work with the community and the city and other partners to secure the remaining funding needed to build the new larger library.

Sno-Isle is approaching capital funding in a different way in regards to new construction and remodeling. Not just Lake Stevens but all their projects. Their priority is to secure additional grant funding, to have capital campaigns, the use of regular levy funds, and other sources out there, all in the game of reducing and relying on local public bond elections.

They are confident in pursuing alternate funding sources and their goal is to do that without the bond election for a new library.

They really have appreciated working with the city on the joint exploratory process on the civic center concept and have been engaged in a good faith effort and remains interested and hopes to keep working with the city on a collaborative effort to develop the adjacent properties.

With the state funds that have been secured and needs to be used on the 2021 through 2023 timeline that partnership or cooperation that does need to happen so the library needs to move forward with the development this year.

They really appreciate the communities input with the site proposals or other information, they look forward to working with the community going forward with plans this year.

Really thrilled to begin the build the library with it being such a community long standing goal.

The city has just come forward this week with the proposal and statement of de-annex from Sno-Isle and pay a privatize library services, this is new information we just received this week, they look forward to examining this statement and review that proposal and look forward to opportunity to provide more information related to the proposal in the future. Sno-Isle intent is to continue to serve the Lake Stevens Community.

There has been some disappointment with this news from the city, Sno-Isle over the last year have already invested half million dollars already in the process.

## **Questions**

Abe Martinez thanked Chy for the report and had a point of clarification or point of order, a new library in Lake Stevens is going to be a big deal and it's going to require big decisions from a lot of different people so Chy can answer questions of clarification but it will not open for debate as to what to do with this information to until later when we can make a motion to take action. The action is limited but Abe will discuss later.

Helen Taylor had a question on if it was a one to one matching funds and if so, is Sno-Isle committed to fund 6.2 million for the new library? Chy's response was that it is one to one match and there are some fine point details in the background but it is right around 6 million of funding that is secured.

He also stated that the law requires those funds can only be contributed to the construction of the library..

## **Lake Stevens City Reports:**

**Mary Dickinson, City Council,** stated that 5000 square feet for the library too small but she sees this as the beginning. Her concern is that the Lake Stevens community has voted in 2008 and supported to be part of Sno-Isle as representing our city. They love their library but they go to other libraries because ours is so small so as we grow we are going to need a bigger library.

**Mayor Brett Gailey,** he totally appreciates the work with Sno-Isle they provide great services for our community and have had a great partnership with them, his objective is to show numbers and his concerns and a possible plan forward that could be a different possibility **(slide presentation attached)**

He wants a library and wants to look at options.

The link and the slide as well as other reference pieces will be on the website tomorrow.

### **Questions**

Abe Martinez asked is there a motion we can take, discuss or debate on any next steps? Helen Taylor made a motion that Sno-Isle prepare a more in depth budget briefing so we can fully understand the value for money of being part of the Sno-Isle system. A vote was taken (9-0-0) a unanimous vote was passed.

Abe Martinez asked for another motion that he would like to ask the Mayor and the City Council to allow the Citizens of Lake Stevens to vote on best options to provide library services for the city with special attention towards a new building?

Abe Martinez withdrew the motion.

Abe Martinez also added that most likely he will need to call a special meeting, if necessary, and probably within the next 30 days and probably on a Thursday at 4:30 p.m.

Kelly Chelin, City Clerk, added please do not have conversations regarding library board business over email with a quorum of the board. It is a violation of the Public Meetings Act. It needs to be done during the meeting.

### **Crosswalk from sidewalk to new facility**

Russ Wright, Lake Stevens Community Development Director, addressed the concern that there is no crosswalk on Grade Road to the new library location. Director Wright said he would talk to the City Engineer and that it is not in the budget for 2022 due to the work that is involved in creating a crosswalk, it would require pretty significant grading.

**Facilities:** There are no outstanding issues for this committee and no report is necessary.

### **Adjournment:**

Leann Balbirona made a motion to adjourn the meeting and Helen Taylor, seconded it. (The motion passed unanimously) The meeting was adjourned at 6:08 p.m.

**Next meeting:** April 21,2022 at 4:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Maffeo', written over a horizontal line.

Melissa Maffeo (Apr 27, 2022 07:29 PDT)

Melissa Maffeo

Secretary






# Revised LS Library Board Minutes 1-20-2022

Final Audit Report

2022-04-27

Created:	2022-04-26
By:	Kelly Chelin (kchelin@lakestevenswa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA3tWi5DNUMYZIkUDHnM_ISyPI_rT3mH06

## "Revised LS Library Board Minutes 1-20-2022" History

-  Document created by Kelly Chelin (kchelin@lakestevenswa.gov)  
2022-04-26 - 11:14:43 PM GMT- IP address: 74.85.95.34
-  Document emailed to Melissa Maffeo (melissa@fortuneco.com) for signature  
2022-04-26 - 11:14:59 PM GMT
-  Email viewed by Melissa Maffeo (melissa@fortuneco.com)  
2022-04-27 - 5:18:01 AM GMT- IP address: 172.226.41.140
-  Document e-signed by Melissa Maffeo (melissa@fortuneco.com)  
Signature Date: 2022-04-27 - 2:29:02 PM GMT - Time Source: server- IP address: 174.246.83.116
-  Agreement completed.  
2022-04-27 - 2:29:02 PM GMT