

## LAKE STEVENS LIBRARY BOARD MINUTES

January 16, 2014

**Attendees: Lake Stevens Library Board Members** – David Tremaine, Janice Stepp, David Corwin, Gloria Davis, Debra Ames, Andy Powers, Shaelynn Charvet-Bates, Abe Martinez, Diana Borges

**Sno-Isle:** Jonalyn Woolf-Ivory, Valerie Stevens, Kendra Trachta.

**Managing Librarian:** Miriam Driss. **Friends:** Sharon Merrick. **City:** Barb Stevens, Financial Director

**Guests:** Jan Lundquist, Carl Johnson, Maria Elena Tremaine.

Meeting was called to order at 4:30 by Chairperson David Tremaine.

Introductions were made – Board, Sno-Isle personnel, guests. Sno-Isle directors we invited to this meeting to present information to the board. Thanks Jonalyn and Kendra.

The minutes of the October 17, 2013 meeting were approved as presented. Thanks Debra!

**Valerie Stevens, Sno-Isle Libraries,** introduced Miriam Driss, the newly-hired Managing Librarian for Lake Stevens, Ms. Driss was warmly welcomed by the Library Board and guests and intimated she has been involved with libraries most of her life. She lives in Snohomish and last worked as Shoreline librarian in King County.

**Reports: - Sno-Isle** – Jonalynn spoke with us about the relationship of Sno-Isle to local library's and elections. She has been with Sno-Isle since 1986 when the current Lake Stevens Library was built. Cost of election - \$35,000 - \$40,000 paid for by Sno-Isle. Cheapest time to do election: November when other issues are on the ballot; Most expensive – Spring when the library issues may be the only ballot items. Sno-Isle is sensitive to running elections when no other “money” issues are on the ballot. A community must pass 2 major issues: (1) Capital Facility Area which generally is the school district boundaries (simple majority needed to pass). (2) Bond issue to build – Super majority (60%) needed to pass. Most often these are run together on same ballot.

Jonalyn stressed the need for a community organizing group which would educate the community about the need for a new, larger library for Lake Stevens. They would raise funds for a campaign and educate people on the process. Sno-Isle would get information to this group for public meetings. They can be a presence at these meetings.

**City:** Barb Stevens, Financial Director, reported that the window in the front has been rolled over into the 2014 budget (difficulty finding a contractor due to working with a municipality); carpet replacement has been approved for 2014 budget with the flooding problem solved. The city was thanked for getting the window in the door; still awaiting an electrician to hook up the automatic door button. Lighting in the parking lot still an issue, especially by the Historical Society as that light is often not working – she will check on it.

She reported that Norma Scott is retiring effective Friday January 17<sup>th</sup>. Barb will be the interim City Clerk as well as perform her duties as Financial Director.

**Managing Librarian's report** – as presented with the following additions: Staff hours: 208 for a total of 48 hours/week. Winter programming attendance totaled approximately 400. Attendance for all programs and special events show an increase over 2012.

**Friends of the Library** – Sharon reported they are in midst of membership drive; Seeking nominations for the board (not President) as they have 2 year terms electing a Chairperson one year then a Vice Chairperson the next year; Looking at fund raising options for 2014.

**New Business: (1) A motion was made**, seconded and passed unanimously that David Tremaine, Chairperson of the Library Board, get together with Miriam Driss, Managing Librarian, and draft a letter to the Sno-Isle Board of Trustees stressing the need for more hours for the Lake Stevens Library, especially Sunday. Shaelynn will also help with this.

**(2)** Discussion ensued on future meeting times of the Board. The Boards consensus is to maintain the quarterly dates on the third Thursday of the meeting's month at 4:30 p.m. The Board can modify this by motion or consensus.

Meeting adjourned 6 p.m. **Next Meeting:** Thursday April 17 at 4:30 p.m.