

**Jefferson County Rural Library District
Board of Trustees Regular Meeting
Online Via Zoom Conference Call
Minutes – Wednesday, March 09, 2022**

Call to Order: Chair Michael Kubec called the meeting to order at 10:00 A.M. Present were Trustees Michael Kubec, Hal Beattie, Joan Chapdelaine, Raj Rakhra, and Cheri Van Hoover, as well as Director Tamara Meredith, Chimacum School District Superintendent Dr. Scott Mauk, staff member Teri Burroughs, and staff member Monica le Roux.

Citizen Questions and/or Comments: None.

Approve/Amend Agenda: Cheri Van Hoover moved to approve the agenda as written. Joan Chapdelaine seconded the motion and the motion carried.

Approve/Amend Minutes of February 9th: Hal Beattie moved to approve the minutes of February 9th as written. Joan Chapdelaine seconded the motion and the motion carried.

Board Education/Staff Update: Chimacum School District Superintendent Dr. Scott Mauk gave a presentation to the Board that provided an overview of his professional history, including his educational philosophy and focus on place-based education and experiential learning. He also stated that one of his goals is that all students become capable of “asking questions that Google can’t answer” with the help and encouragement of teachers and librarians. Dr. Mauk then answered questions from the Trustees, including queries about future partnerships between the library and the school district, and resolving barriers to access.

[Dr. Scott Mauk left the meeting at 10:25 A.M.]

Director’s Report: Tamara Meredith reported that new self-check software was launched in February; the six-part Climate and Clean Energy program series finished; new HomeLibrary and WTTBL patrons were added; and the monthly take-and-make craft for Adults, Origami Butterflies, was popular with over 100 kits distributed. Upcoming projects include: issuing an RFP for the Hagen Building; working with a consultant to define needs and design a future eVehicle for the District; transitioning from the current payroll, schedule, and leave management systems to a new, single system for all functions; and hiring a consultant for the Community Needs Assessment. The District is also continuing to plan for reopening meeting rooms and offering in-person/hybrid programming in the coming months, one example of which will be the outdoor storytime at HJ Carroll Park on Mondays in March, paired with online storytime on Wednesdays.

Financial Report: Revenues received for February totaled \$141,575.00 from Financial Report. Operating expenditures paid in February were \$247,607.00. The total balance of funds at the end of February was \$3,949,374.00. Other balances include: Board Designated Unrestricted Funds of \$2,510,962.44 and unemployment reserve of \$234,839.00.

Approval of Vouchers: Hal Beattie moved to approve the payment of vouchers from February for \$151,733.02. Cheri Van Hoover seconded the motion and the motion carried.

Chair's Report: Michael Kubec reported on which aspects of the Director's work plan Trustees would be assisting with, based on the previous month's request. The August Board Retreat was also discussed, and a date tentatively set for August 17th. The April Board meeting may be held in person if pandemic conditions allow.

Friends of the Library News: Tamara Meredith reported that the Friends of the Library would be holding their next book sale on April 2nd from 10:00 A.M. -2:00 P.M.

Unfinished Business

ACTION: Resolution 22-01 – Transfer Funds: Joan Chapdelaine moved to approve Resolution 22-01 – Transfer Funds. Hal Beattie seconded the motion and the motion carried.

INFORMATION: Trustee Recruitment Schedule: Tamara Meredith reviewed the Trustee Recruitment Schedule with the Board.

New Business

DISCUSSION/ACTION: Resolution 22-02 – Authorize Director to Contract for Community Needs Assessment: The Board heard a recommendation from the committee regarding the Community Needs Assessment. ComEngage, LLC, received the highest ranking from the committee and was named apparent successful bidder. Cheri Van Hoover moved to approve Resolution 22-02 – Authorize Director to Contract for Community Needs Assessment as written. Raj Rakhra seconded the motion and the motion carried.

DISCUSSION: Art Policy: Tamara Meredith shared the current Art Policy with the Board, provided examples of alternatives, and asked that Trustees be prepared to discuss amending the District's policy at a future Board meeting.

The meeting was adjourned due to a power outage at 11:37 A.M.

Next Meeting: REGULAR MEETING – 10:00 A.M., Wednesday, April 13, 2022.



Michael Kubec, Chair


Joan Chapdelaine, Secretary