

**Jefferson County Rural Library District
Board of Trustees Regular Meeting
Library Shold Room, Port Hadlock, WA
Minutes – Wednesday, May 8, 2019**

Call to Order: Chair Ellen Hargis called the meeting to order at 9:59 A.M. Present were Trustees Michael Kubec, Hal Beattie, Tom Hagen, and Sylvia White; Director Tamara Meredith; Recording Secretary Emily Henry; Staff Representative Teri Burroughs; and Weddermann Architecture owner Jennifer Weddermann.

Citizen Questions and Comments: None.

Approve/Amend Agenda: Michael Kubec **moved to approve** the agenda as amended. Hal Beattie **seconded the motion** and the **motion carried**.

Minutes: Hal **moved to approve** the April 10th minutes as amended. Sylvia White **seconded the motion** and the **motion carried**. Tom Hagen **moved to approve** the May 17th minutes as written. Michael Kubec **seconded the motion** and the **motion carried**.

Trustee Education/Staff Update: Weddermann Architecture owner – Jennifer Weddermann: Jennifer Weddermann is an architect and the owner at Weddermann Architecture, PLLC, a firm that focuses on residential and commercial architecture, from concept through construction. She shared information about her company's ^{successful} winning proposal for architectural services that addresses three possible construction projects at the library.

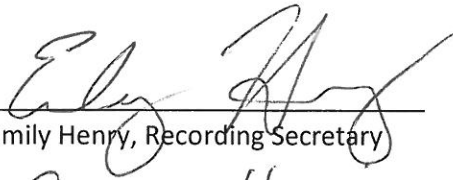
[Weddermann Architecture, PLLC owner Jennifer Weddermann departed the meeting at 10:36 A.M.]

Director's Report: Tamara Meredith reported that April included a significant number of outreach events and community engagement opportunities. To accommodate staff retirements and other requested changes to staffing, several positions/shifts will be adjusted. A Librarian I – Youth Services position will be posted by the end of May with a planned start date of August 2019. A crosswalk and a bike lane have been discussed with the Jefferson County Public Works department and will be painted in the library parking lot, to address safety concerns when county staffing allows.

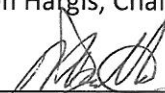
Financial Report: Revenues received for April totaled \$681,315. Operating expenditures were \$150,711, and Capital expenditures were \$502. Total balance of funds at the end of April was \$3,829,245. Other balances: capital reserve account, \$2,122,464; gift account, \$55,120; and unemployment reserve, \$218,090.

Approval of Vouchers: Hal Beattie **moved to approve** payment of vouchers for April in the amount of \$159,015.63. Michael Kubec **seconded the motion**, and the **motion carried**.

Chair's Report: Chair Ellen Hargis reported that Tom Hagen has been reappointed as a trustee by the Jefferson County Board of Commissioners. Trustee Michael Kubec and Chair Ellen Hargis have examined the current by-laws and are working on recommended changes. They will be brought to the Board for further review at the next meeting. Chair Ellen Hargis provided the Board with a handout on Parliamentary Procedure.


Emily Henry, Recording Secretary


Ellen Hargis, Chair


Hal Beattie, Corresponding Secretary