

La Conner Swinomish Library
Board of Trustees Meeting
April 11, 2023
5:00 pm

Attendance:

Board Members: Robert Hancock, Lisa James, Stephanie Banaszak, Sarah Christensen, Susan Macek

Library Director: Absent

Guests: Kathy Willins, Foundation President

Call to Order: Susan Macek called the meeting to order at 5:04 pm.

Public Comment: None

Review of minutes: Stephanie moved to approve the minutes of the April board meeting, and Lisa seconded the motion. It passed unanimously.

Director's report: See the attached report.

Financial Reports: We did not receive the financial reports from Skagit County at the time of the board meeting.

Building Costs: \$

Operations Expenditure subtotal: \$

Payroll: \$

Total Expenditures: \$

Sarah presented a one-page report titled "Unbudgeted Expenses and Income" that included the vendor estimates for, wiring, furniture, shelving, and LEED. These expenses were presented by the Director and the Board approved drawing down on the cash reserves to \$99,000 at the April meeting. The one-page was supplement documentation to the motion passed in April.

Stephanie moved to approve the payroll for March **was this for April? (I thought payroll and vouchers approval was happening at the June meeting? Susan)**, Sarah seconded the motion, and it passed unanimously.

Foundation Report:

The Foundation Director position is still open.

Approximately 60 people attended the reception recognizing Susan Macek and Jim Airy for their work with the Foundation Board.

New Business: Susan presented the Request for Withdrawals or Addition of the Library Materials policy. The board reviewed this for the first reading.

We will vote on this during the June 15th board meeting.

We will vote to approve the final version of the Bylaws of the Board of Trustees on the 15th as well.

Sarah moved to approve the Staff Leave Policy and Lisa seconded the motion. It passed unanimously. This was the second reading.

Sarah moved to approve the Fiscal Management Policy and Stephanie seconded the motion. It passed unanimously. This was the second reading.

Art Committee Report: Robert and Sarah updated the board on the Art Committee. Without MoNA's participation, we are looking for other possible partners.

Dedication Ceremony: Susan is organizing a committee to establish a date and plan for the ceremony.

Sarah moved to approve Susan Macek as the Chair of the La Conner Swinomish Library Board and Stephanie seconded the motion. It passed unanimously.

Robert moved, and Sarah seconded a motion to adjourn the meeting at 6:21.

Lisa James, Trustee

Robert Hancock, Secretary

Susan Macek, Chair

Sarah Christensen, Treasurer

Stephanie Banaszak, Trustee
