

**CENTRAL SKAGIT RURAL PARTIAL COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING NOTES**

**Location: 100 West State Street, Suite C, Sedro Woolley, WA 98284  
April 9<sup>th</sup>, 2015 7:00 p.m.**

1. Call to Order @ 7:03 pm
  - a. Board Members in attendance:
    - i. Chris Silves
    - ii. Lynn Torset
    - iii. Mindy Coslor
    - iv. Ahmik Hindman
  - b. Public / Interim Library Director and Assistant:
    - i. Joy Neal, Interim Director
    - ii. Aimee Hirschel, Asst. Director
    - iii. Wayne Carlson
    - iv. Elinor Nakis
2. Approval of the agenda for April 9<sup>th</sup>, 2015
  - a. Lynn moves that the agenda be approved as presented
  - b. Chris seconded the motion.
  - c. All approved.
3. Conflicts of Interest
  - a. None
4. Approval of the previous board minutes March 19<sup>th</sup>, 2015
  - a. Lynn moves that we approve the meeting minutes for March 19<sup>th</sup>, 2015
  - b. Chris seconded the motion.
  - c. All approved.
5. Communications
  - a. None
6. Report of the Director
  - a. Copy attached
7. Financials
  - a. Approval of the vouchers for March 2015
    - i. Lynn moves that we approve the vouchers for March in the amount of \$6,288.05
    - ii. Chris seconded the motion.
    - iii. All approved

- b. Approval of payroll for March 2015
  - i. Lynn moves that we approve the payroll for March in the amount of \$6,288.05
  - ii. Chris seconded the motion
  - iii. All approved
- 8. Committee or other Reports
  - a. None
- 9. New Business
  - a. Purchasing Policy
    - i. Mindy didn't have any problem with this policy as this was what we looked at before with Jill, but wasn't formally approved.
    - ii. Approval of the Purchasing Policy
      - 1. Lynn moves that we approve the purchasing policy as presented.
      - 2. Chris seconded the policy
      - 3. All Approved
  - b. Planning tool
    - i. Aimee presented a rough set of goals and objectives as the staff sees it.
    - ii. Chris and Mindy will get together with Aimee and build out the Objectives / Priorities and bring back to the board in May.
- 10. Old Business
  - a. Bookmobile
    - i. The room was masked out with tape to show the size of a typical book mobile.
    - ii. Aimee, Chris and Lynn went up to Tri-Van in Ferndale and really got a good visual of the bookmobile.
    - iii. Chris indicated that there were some nice positives with the outfit, TriVan:
      - 1. Local, in Ferndale, WA
      - 2. Truck is Freightliner, and no CDL required.
      - 3. The "library box" itself has 20-30 years of life. The box is put on the truck and can easily be taken off and put on a new truck.
    - iv. There will be a meeting with the consultant on Tuesday, 14<sup>th</sup> 2015 and we will know more about the process after that.
  - b. Property: House & Fire Hall
    - i. Rick Henderson (retired contractor from Texas), Chris and Joy walked through both the House and Fire Hall

- c. ILS
  - i. Joy passed out a copy a SirsiDynix Report documenting the current issues and progress with the ILS
  - ii. They are eager to help us, and Joy will talk with them more at WLA.

11. Public Comment Period (limit of 2 minutes each)

- a. Elinor Nakis
  - i. Want to ask, if we are going to the WLA?
    - 1. Joy “yes”
  - ii. Do you know what you need and what you want?
    - 1. Joy said yes, but we probably will not move from SirsiDynix.
  - iii. You should consider looking at other services and think about the future of what is coming, a potential Regional Library system. We should move everyone into a common ILS system.

12. Executive Session to discuss the director applications and set interviews – 30 min.

- a. Chris motions to adjourn the general meeting at 9 p.m.
- b. Mindy seconded the motion
- c. All approved
- d. Adjourned to an executive session to discuss the director applications.

13. Mindy reconvened the general meeting at 9:30 PM

14. General Meeting Adjournment

- a. Lynn motions to adjourn the general meeting at 9:30 PM
- b. Chris seconded the motion
- c. All approved

**The next regular meeting will be held on May 21<sup>st</sup>, 2015 at the district office at 100 W. State St. Suite C, Sedro Woolley, WA 98284.**

**Mindy Coslor, Chair**

**Lynn Torset, Financial Officer**

**Ahmik Hindman, Secretary**

**Chris Silves, Trustee**