

Central Skagit Rural Partial County Library District
Regular Board Agenda
Sedro-Woolley City Council Chambers
April 20, 2017
7:00 p.m.

1. Call to Order
2. Public Comments
3. Approval of Agenda
4. Consent Agenda Items

Approval of the Regular Meeting Minutes from March 16, 2017
Approval of March 2017 Payroll in the amount of
Approval of March 2017 Vouchers in the amount of
General Ledger Report for March 2017
Balance Detail Reports/Balance Sheets
Ongoing Statistics – Removed from Consent Agenda due to statistical issues
with ILS system changes.

5. Conflict of Interest
6. Communications

-
7. Report of the Director
 8. Unfinished Business

A. Partnership Concept Process (Discussion)

9. New Business

A. Policy Additions and Revisions (E,N)

1. Registration for Minors
2. Circulation Policy
3. Internal Controls (Cash Handling Policy)

B. June Board Retreat Topics (E,N)

1. Mission Statement Revision
2. Partnership Update

3. Parking Lot Review

4. Strategic Vision Points Progress

Parking Lot Review

10. Other Business

11. Adjournment

Legend:

E = Explore Topic

N = Narrow Options

D = Decision

Information = informational items and updates on projects

Parking Lot = Items tabled for a later discussion

Central Skagit Rural Partial County Library District
Regular Board Meeting
Sedro-Woolley City Council Chambers
March 16, 2017
7:00 p.m.

1. Call to Order: 7:05pm

Trustees in Attendance: Mary Alice Grobins, Chair
Mindy Coslor, Vice Chair
Chris Silves
Lynn Torset

Trustees Absent: Ahmik Hindman

2. Public Comments

Tim Holland encouraged the Board to continue moving forward with the partnership.

Wayne Carlson thanked the Board for wise anticipatory planning in financing for the future large expenditures expected in building a library.

3. Approval of Agenda

Motion 1: Mindy Coslor
Motion 2: Chris Silves
Unanimous

4. Consent Agenda Items

Approval of the Regular Meeting Minutes from March 16, 2017
Approval of March 2017 Payroll in the amount of \$13,618.59
Approval of March 2017 Vouchers in the amount of \$54,085.35
General Ledger Report for March 2017
Balance Detail Reports/Balance Sheets
Ongoing Statistics

Motion 1: Chris Silves
Motion 2: Lynn Torset
Unanimous

5. Conflict of Interest: NA

6. Communications

Mindy Coslor shared the receipt of a letter from the Skagit County Board of County Commissioners confirming her reappointment to the Central Skagit Library District Board of Trustees.

7. Report of the Director (Attached to previous meeting materials)

8. Unfinished Business

A. Partnership Concept

Motion to direct Dan Gottlieb, Attorney, to prepare interlocal agreements consistent with the Negotiation Committee's recommended Library Partnership Concept from November 28, 2016 . The Board further directs that its negotiation team members continue as reviewers of draft documents and present final drafts to the Board for approval.

Motion 1: Mindy Coslor

Motion 2: Lynn Torset

Unanimous

Mary Alice Grobins outlined past activities conducted by the Board to inform the decision on proceeding with the partnership concept with Sedro-Woolley.

Chris Silves discussed having attended all of the city and district meetings and was concerned about the misconception put forth at the city meeting that the city of Sedro-Woolley would be putting in more financially than the Central Skagit Library. Chris wanted to go on record to clarify that the CSLD millage (\$830,000) will bring in a considerable amount more than the city's millage (\$360,000) for the construction and operation of the library.

Mindy Coslor furthered that CSLD funding is more stable.

Mary Alice Grobins tallied the comments from the public meetings and found that 68% were definitely in favor; 18% had concerns about holding parties to contractual obligations but did not speak against going forward; and 14% were comments unrelated to the partnership. She furthered that she felt there was a pretty strong showing and appreciated the work that went into the public meetings.

Chris Silves conveyed that she felt it was very important to hear from district residents.

Lynn Torset shared that he was excited that things appeared to be moving forward to provide something bigger and better for everyone. He also

hopes that no one feels that one side is getting a better deal than the other but that everybody wins.

Mary Alice stated that this partnership would be a good use of public funds where there would be no duplication of services and would rather see funds leveraged this way as a taxpayer.

Mindy Coslor shared that the public forums helped and she has been able to see that neither side is getting everything that they want, but both sides get more than they could do alone.

Mary Alice Grobins said that it took time, but that both parties came to focus on interests rather than positions.

After the vote, Mary Alice stated that the negotiating committee would move on to serve as reviewers of the contracts to see that they conform to what was voted on in this meeting.

B. Approval of Director's Work Plan

Motion 1: Mindy Coslor

Motion 2: Lynn Torset

Unanimous

Motion to approve the Director's work plan objectives as written.

Mary Alice Grobins stated that the objectives of the submitted work plan were the items up for Board Approval rather than the key tasks. This work plan will serve as a guideline for future performance review of the Director.

C. Board of County Commissioners Presentation

Topics will include an update on the library partnership concept process; update on bookmobile services; plans for the summer library program; and an update on the new temporary location. The Director will use these themes to build the presentation.

D. Bylaws Revision

Motion to adopt the bylaws revision and related procedures for reporting absences and developing the agendas.

Motion 1: Mindy Coslor

Motion 2: Lynn Torset

Unanimous

Bylaws and policy documents attached.

E. New Temporary Location

The Director stated that construction had begun and that an asbestos issue would be dealt with without adding to the CSLD's costs. Some of the shelving in storage will be used in the new location and Presidio Construction will be handling the installation. The estimated timeline puts the library in the new location sometime in June 2017.

9. Parking Lot Review -- None

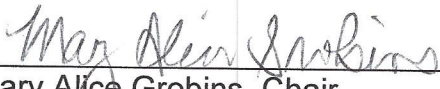
10. Other Business -- NA

11. Adjournment: 7:37pm

Motion 1: Mindy Coslor

Motion 2: Chris Silves


Unanimous



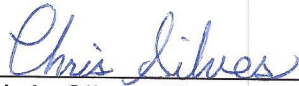
Mary Alice Grobins, Chair



Mindy Coslor, Vice Chair



Lynn Torset, Trustee



Chris Silves, Trustee

Central Skagit Rural Partial County Library District
 100 West State St, Suite C
 Sedro Woolley, WA 98284

We the undersigned members of the Board of Trustees of the Central Skagit Rural Partial County Library District, hereby approve the following vouchers submitted under the signature of Library Director, Jeanne Williams.

| VOUCHER | | | | | | |
|--------------|---------------------------|--------------|----------|----------|------------|----------|
| DATE | VENDOR | INVOICE NO. | DATE | CATEGORY | AMOUNT | |
| 3/31/2017 | David Moore | 696947 | 03/10/17 | 5016210 | \$750.00 | |
| | OCLC | 519743 | 02/28/17 | 5014930 | \$155.71 | |
| | Skagit PUD | | | 5014700 | \$31.59 | |
| | Skagit Law Group | 25633 | 03/15/17 | 5014110 | \$442.50 | |
| | Midwest Tape | 94879305 | 03/22/17 | 5013515 | \$1,012.73 | |
| | Midwest Tape | 94881808 | 03/21/17 | 5013515 | \$68.89 | |
| | Midwest Tape | 94873721 | 03/18/17 | 5013515 | \$643.26 | |
| | Midwest Tape | 94841818 | 03/09/17 | 5013515 | \$2,410.36 | |
| | Midwest Tape | 94853271 | 03/11/17 | 5013515 | \$1,329.36 | |
| | Midwest Tape | 94860021 | 03/15/17 | 5013515 | \$1,596.25 | |
| | Midwest Tape | 94863174 | 03/17/17 | 5013515 | \$4,591.69 | |
| | SOW Dept Retirement | 1215947 | 03/21/17 | 5012200 | \$25.00 | |
| | Skagit PUD | | 03/21/17 | 5014700 | \$20.37 | |
| | Washington Library Associ | 1130275 | 12/31/17 | 5014930 | \$100.00 | |
| | 3/16/2017 | Chris Hunter | | 03/30/17 | 5014110 | \$457.50 |
| Allia Allen | | | 03/30/17 | 5014110 | \$201.00 | |
| Chris Hunter | | | 03/16/17 | 5014110 | \$198.75 | |
| Midwest Tape | | 94841861 | 03/09/17 | 5013515 | \$431.70 | |
| Midwest Tape | | 94805529 | 02/24/17 | 5013515 | \$28.81 | |
| Midwest Tape | | 94788248 | 02/22/17 | 5013515 | \$28.81 | |
| Midwest Tape | | 94791403 | 02/21/17 | 5013515 | \$28.81 | |
| Midwest Tape | | 94782726 | 02/17/17 | 5013515 | \$27.66 | |
| Midwest Tape | | 94827649 | 03/03/17 | 5013515 | \$28.81 | |
| Midwest Tape | | 94817084 | / / | 5014930 | \$441.03 | |
| 3/16/2017 | Skagit Valley Signs | 489 | 03/15/17 | 5014410 | \$1,311.70 | |
| | Reliance Barcode | 2354 | 03/14/17 | 5013110 | \$370.30 | |
| | Baker & Taylor | 4011851455 | 03/09/17 | 5013515 | \$43.64 | |
| | Baker & Taylor | 4011851456 | 03/10/17 | 5013515 | \$17.54 | |
| | Baker & Taylor | 4011851457 | 03/11/17 | 5013515 | \$11.91 | |

| | | | | | |
|-----------|----------------------------------|-------------|----------|---------|------------|
| | Baker & Taylor | 4011851458 | 03/12/17 | 5013515 | \$142.56 |
| | Baker & Taylor | 4011851459 | 03/13/17 | 5013515 | \$28.36 |
| | Baker & Taylor | 4011851460 | 03/14/17 | 5013515 | \$63.19 |
| | Baker & Taylor | 4011851461 | 03/15/17 | 5013515 | \$113.38 |
| | Baker & Taylor | 4011821403 | 02/01/17 | 5013515 | \$188.40 |
| | Baker & Taylor | 4011821404 | 02/02/17 | 5013515 | \$2,162.50 |
| | Baker & Taylor | 4011821405 | 02/03/17 | 5013515 | \$709.56 |
| | Baker & Taylor | 4011828833 | 02/08/17 | 5013515 | \$5.13 |
| | Baker & Taylor | 4011828834 | 02/09/17 | 5013515 | \$120.44 |
| | Baker & Taylor | 4011832525 | 02/14/17 | 5013515 | \$86.93 |
| | Baker & Taylor | 4011832526 | 02/15/17 | 5013515 | \$14.93 |
| | Baker & Taylor | 4011839302 | 02/22/17 | 5013515 | \$30.07 |
| | Baker & Taylor | 4011839303 | 02/23/17 | 5013515 | \$12.42 |
| | Baker & Taylor | 4011843569 | 03/01/17 | 5013515 | \$5,201.80 |
| | Baker & Taylor | 4011843570 | 03/02/17 | 5013515 | \$7,528.41 |
| | Baker & Taylor | 4011843571 | 03/03/17 | 5013515 | \$2,836.32 |
| | Baker & Taylor | 4011843572 | 03/04/17 | 5013515 | \$3,076.98 |
| | Baker & Taylor | 4011843573 | 03/05/17 | 5013515 | \$57.53 |
| | Baker & Taylor | 4011843574 | 03/06/17 | 5013515 | \$883.81 |
| | Baker & Taylor | 4011843575 | 03/07/17 | 5013515 | \$29.32 |
| 3/10/2017 | Jeanne Williams | | 03/10/17 | 5014310 | \$125.19 |
| 3/10/2017 | Freightliner Northwest | SR302003173 | 02/24/17 | 5014810 | \$470.27 |
| | Skagit Auditor | | 03/10/17 | 5014120 | \$25.00 |
| 3/8/2017 | SUNSET PARK SELF STORA SEDRO WOO | | 02/07/17 | 5016210 | \$100.00 |
| VISA | EIG*PowWeb 866-53928 | | 02/06/17 | 5014930 | \$45.00 |
| | SKAGIT FARMERS SUPPLY SEDRO WOOL | | 02/06/17 | 5013110 | \$68.86 |
| | SEDRO WOOLLEY MINI STO SEDRO WOL | | 02/06/17 | 5016210 | \$15.00 |
| | SEDRO WOOLLEY MINI STO SEDRO WOL | | 02/06/17 | 5016210 | \$150.00 |
| | EIG*PowWeb 866-53928 | | 02/06/17 | 5014930 | \$5.00 |
| | OFFICE DEPOT #980 800-463-3 | | 02/03/17 | 5013110 | \$17.87 |
| | OFFICE DEPOT #980 800-463-3 | | 02/03/17 | 5013512 | \$43.39 |
| | AMAZON MKTPLACE PMTS AMZN.COM/B | | 02/02/17 | 5013512 | \$88.48 |
| | Amazon.com AMZN.COM/B | | 02/02/17 | 5013515 | \$113.14 |

| | | | | |
|----------------------------------|--------------|----------|---------|----------|
| VALLEY FRTLNR MTV MOUNT VER | | 02/01/17 | 5014810 | \$991.39 |
| FACEBK W8YG6BAAX2 650-61877 | | 02/01/17 | 5014410 | \$2.00 |
| VZWRLSS*APOCC VISB 800-922-0 | | 01/30/17 | 5014210 | \$87.29 |
| Credit Memo | | | | -\$90.00 |
| EIG*PowWeb 866-53928 | | 02/24/17 | 5014930 | \$2.57 |
| COMCAST CABLE COMM 800-COMCA | | 02/24/17 | 5014212 | \$297.13 |
| PUBLIC BROADCASTING SV 800-531-4 | | 02/22/17 | 5013515 | \$195.22 |
| SEDRO-WOOLLEY FOOD SEDRO-WOOL | | 02/21/17 | 5013110 | \$9.47 |
| Amazon.com AMZN.COM/B | | 02/21/17 | 5013515 | \$19.10 |
| AMAZON.COM AMZN.COM/BI AMZN.COM/ | | 02/21/17 | 5013110 | \$21.05 |
| SKAGIT FARMERS SUPPLY SEDRO WOOL | | 02/16/17 | 5013110 | \$16.43 |
| EIG*PowWeb 866-53928 | | 02/16/17 | 5014930 | \$3.95 |
| USPS PO 5476600270 SEDRO WOOL | | 02/15/17 | 5014220 | \$49.00 |
| AMAZON MKTPLACE PMTS AMAZON MKT | | 02/15/17 | 5013515 | \$5.98 |
| Amazon.com AMZN.COM/B | | 02/15/17 | 5013110 | \$8.68 |
| AMAZON MKTPLACE PMTS AMAZON MKT | | 02/15/17 | 5013515 | \$5.94 |
| Amazon.com AMZN.COM/B | | 02/15/17 | 5013515 | \$7.58 |
| ADOBE *ACROPRO SUBS 800-833-6 | | 02/14/17 | 5014930 | \$27.11 |
| Amazon.com AMZN.COM/B | | 02/14/17 | 5013515 | \$106.25 |
| SQ *RCN COMMUNICATI 877-417-4 | | 02/08/17 | 5013512 | \$834.99 |
| 3/8/2017 Amazon | 8171599294 | 02/16/17 | 5013515 | \$194.60 |
| Amazon | 110748297533 | 02/17/17 | 5013515 | \$128.18 |
| Amazon | 38580685971 | 02/17/17 | 5013515 | \$4.34 |
| Amazon | 66162249783 | 02/17/17 | 5013515 | \$5.92 |
| Amazon | 166545649266 | 02/17/17 | 5013515 | \$8.39 |
| Amazon | 214782333124 | 02/25/17 | 5013515 | \$14.96 |
| Amazon | 76397019344 | 02/25/17 | 5013515 | \$113.17 |
| Amazon | 289425134820 | 03/01/17 | 5013515 | \$31.56 |
| Amazon | 208291182842 | 03/04/17 | 5013110 | \$35.63 |
| Amazon | 076369463683 | 01/04/17 | 5013515 | \$53.76 |
| Amazon | 076368976799 | 01/05/17 | 5013515 | \$33.95 |
| Amazon | 061536649448 | 01/09/17 | 5013515 | \$31.12 |
| Amazon | 041502173358 | 01/10/17 | 5013515 | \$46.16 |
| Amazon | 060969258391 | 01/20/17 | 5013110 | \$53.20 |
| Amazon | 154503617825 | 01/30/17 | 5013512 | \$528.79 |
| Amazon | 150493329567 | 01/30/17 | 5013512 | \$442.98 |


3/8/2017

| | | | | |
|-----------------------|--------------|----------|---------|------------|
| Amazon | 150498190298 | 01/30/17 | 5013512 | \$9.68 |
| Amazon | 191924405449 | 01/30/17 | 5013110 | \$302.98 |
| Amazon | 256530168511 | 01/31/17 | 5013110 | \$13.19 |
| Amazon | 257328051096 | 01/31/17 | 5013515 | \$192.00 |
| Amazon | 208037684621 | 02/01/17 | 5013515 | \$26.10 |
| Amazon | 295967907422 | 02/01/17 | 5013110 | \$28.14 |
| Amazon | 283732526216 | 02/01/17 | 5013110 | \$17.88 |
| Amazon | 66739259271 | 02/01/17 | 5013515 | \$14.43 |
| Allia Allen | | 03/08/17 | 5014110 | \$301.50 |
| Skagit Law Group | 25420 | 02/15/17 | 5014110 | \$1,416.00 |
| VM Investements Sedro | | 04/01/17 | 5016210 | \$6,070.69 |

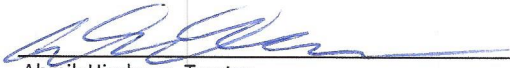
TOTAL \$54,085.35



Mary Alice Grobins, Chair



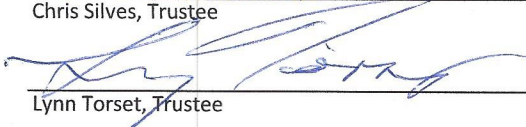
Mindy Coslor, Vice Chair



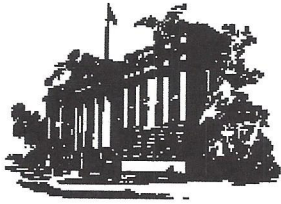
Ahmik Hindman, Trustee



Chris Silves, Trustee



Lynn Torset, Trustee



Skagit County Office Of The Treasurer
Katie Jungquist, Treasurer
P.O. Box 518
Mount Vernon, Washington 98273
Phone (360) 416-1750

General Ledger Detail Report

For Date Range: 3/1/2017 To: 3/31/2017

L0301 CENTRAL SKAGIT RURAL PARTIAL CO LIBRARY DISTRICT

| | |
|-----------------------------------|-----------------------|
| Beginning Cash Balance | \$392,684.19 |
| Cash Receipts | \$13.20 |
| Investments Interest | \$945.43 |
| Taxes Collected | \$41,246.44 |
| State Forest Funds | \$11,265.94 |
| Subtotal Cash Increases | \$53,471.01 |
| Investments Purchased | -\$945.43 |
| Other Cash Decreases | -\$1.72 |
| District Accounts Payable | -\$52,239.39 |
| District Payroll | -\$15,599.60 |
| District IGT Decreases | -\$841.84 |
| Subtotal Cash Decreases | -\$69,627.98 |
| Ending Cash Balance | \$376,527.22 |
| Beginning Investments | \$2,057,801.12 |
| Investments Purchased | \$945.43 |
| Ending Investments | \$2,058,746.55 |
| Beginning Taxes Receivable | \$836,769.26 |
| Taxes Receivable | -\$41,689.84 |
| Ending Taxes Receivable | \$795,079.42 |

Updates:

- Bookmobile is up and serving at stops in Hickson, Samish, Clear Lake and Big Lake. No mechanical or technical issues have arisen.
- Presidio Construction estimates that the new location will be ready in mid-June. Shelving has been transferred to the old Marketplace building so that it could be evaluated for installation in a location close to 716 Metcalf. Clay Learned facilitated this and thank-you cards were sent to both Clay and the owner, Gerry Christensen.
- Allia Allen has begun providing multiple children's programs per week and all have been well-attended.
- Allia Allen and Sandra Davila have the Summer Library Program mapped out for programs in the new location, on the bookmobile, and in partnership with the Sedro-Woolley Library at the community center.

Activities:

- Attended the State Auditor's Office workshop for online filing, which allowed for one-on-one questions about specific issues.
- Attended webinar involving the Beanstack portal that we will be using for registration and learning tracks for the Summer Library Program.
- Met with Carolyn Peterson from the State Library to update her on the library partnership concept and to get information about upcoming grant possibilities and training opportunities.
- Attended the Skagit Director's Meeting at the Anacortes Public Library where we all met the new Mt. Vernon Library Director.
- Meeting with consultants from Red Rook to explore options for marketing of the library district. Their initial recommendations: 1) hold off on any major marketing campaign until the name of the consolidated library is settled upon and 2) settle upon that name before the architect's public process so that branding is clear during that process rather than the process getting bogged down over naming issues.
- Attended the Community Action Latina/o Advisory Committee's Public Policy Listening Session. Members of the community and local agencies listed to stories about the fear in the Latina/o community

involving law enforcement. Elected officials addressed concerns about this fear and talked about ways they are reaching out to those communities and how they are working to raise awareness about how important migrant workers are to the Skagit economy.

Upcoming Activities

- Participating in a demonstration of the TLC automated library system to see how it compares to our current SirsiDynix system. The Sedro-Woolley Library is currently using TLC. If the partnership continues to move forward, it will likely be more economical to migrate to this system rather than migrating the SWL records into our system. So far those who have used both systems have shared that the TLC system is much more intuitive.
- Presenting an overview of CSLD library services to the Day Creek Book Club at their monthly meeting on April 13th.
- Speaking engagement with the Sorptomist group on April 25th.
- If scheduling allows, attending a labor relations symposium sponsored by Enduris in early May.

**INTERLOCAL SERVICES AGREEMENT BETWEEN
THE CITY OF SEDRO WOOLLEY AND THE
CENTRAL SKAGIT RURAL PARTIAL COUNTY LIBRARY DISTRICT
FOR RECIPROCAL LIBRARY BORROWING**

This Interlocal agreement is made this 12th day of April, 2017, between the City of Sedro Woolley and the Central Skagit Rural Partial County Library District.

Whereas, the City of Sedro Woolley maintains a public library, and also desires to expand the opportunities for its library patrons to utilize library services when they are outside of the City of Sedro Woolley boundaries; and

Whereas, the Central Skagit Rural Partial Library District also maintains a public library, which desires to expand the opportunities for its library patrons to utilize library services when they are outside of the Central Skagit Rural Partial County Library District boundaries; and

Whereas, the Sedro Woolley City Council and the Board of Trustees of the Sedro Woolley City Library (hereinafter referred to as SWPL) and the Central Skagit Rural Partial County Library District Board of Trustees (hereinafter referred to as CSRPLD) find that it is in the best interests of their respective libraries to explore the creation of a reciprocal borrowing process that would allow their respective patrons to borrow library materials in-person from the other library under the same conditions that apply to resident patrons (excluding non-resident charges for library services); and

Whereas, all Parties understand that reciprocal borrowing is not a replacement for, but rather a supplement to, the services their libraries provide,

IT IS NOW THEREFORE AGREED BY THE PARTIES AS FOLLOWS:

1. Purpose. The purpose of this Agreement is to facilitate the use of neighboring libraries by Resident Cardholders.

2. Term: This Agreement shall commence on June 1, 2017 and extend until terminated.

3. Definitions: For the purposes of this Agreement, the following terms shall have the following meanings:

(a) "Resident Cardholder" shall refer to a library cardholder who resides within the district boundaries of the SWPL or the CSRPLD, as well as those entitled by the library policies of each library to resident library cards. For the purposes of this Agreement, a non-resident who must pay a fee to either library to receive a library card shall not be characterized as a Resident Cardholder.

(b) "Owning Library" refers to the library that owns the item to be checked out.

4. Specific Provisions. The Resident Cardholders of one library's service area may obtain a library card permitting the use of the other library's facilities and services, without payment of a non-resident fee, under the following conditions:

(a.) The current policies and procedures for the provision of library services of each library shall remain in effect, with no coordination or standardization required, and specifically including the following provisions:

1. Library materials placed on hold must be picked up by the library cardholder at the Owning Library.
2. Library materials must be returned to the Owning Library; if the library materials owned by one system are returned to the other system, the patron is responsible for pick-up of materials and return to owning library, and any overdue charges will continue to accrue under the terms of the Owning Library's policies. Receiving Library will contact Owning Library about the materials, and the Owning Library will contact the patron.

(b.) The Reciprocal Use Agreement does not extend to each library's non-resident cardholders, only to eligible residents living within their respective district boundaries and those entitled by each library's policies to resident status.

(c.) A cardholder of SWPL, except non-resident library cardholders, shall be entitled to all the privileges of a Resident Cardholder of CSRPLD; likewise, a cardholder of CSRPLD, except non-resident library cardholders, shall be entitled to all of the privileges of a Resident Cardholder of SWPL.

(d.) Each system shall establish tracking codes to provide information, on an annual basis, on the number of cards issued and the number of items checked out from their respective libraries.

5. Review. The Directors of both libraries will review the effectiveness of this Agreement annually and will submit an annual report to their governance bodies.

6. Termination. This Agreement may be terminated by either Party by giving ninety (90) days written notice to the other Party, provided that termination shall not affect or impair this Agreement of the Parties that are agreed to on or before the termination.

7. Financing. Each Party will bear its own cost of performing under this Agreement.

8. Notices. Any notices or other contacts required under the terms of this Agreement must be directed to the following:

*To the Central Skagit Rural
Partial County Library District:*
Attn: Library Director
100 W State St Suite C
Sedro Woolley, WA 98284

To the Sedro Woolley Public Library:
Attn: Library Director
802 Ball St
Sedro Woolley, WA 98284

9. Amendment. This Agreement may be modified only by further agreement in writing as mutually agreed to by both Parties.

10. Mediation/Arbitration Clause. If a dispute arises from or relates to this Agreement or the breach thereof and if the dispute cannot be resolved through direct discussions, the Parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by a mediator under JAMS Alternative Dispute Resolution service rules or policies before resorting to arbitration. The mediator may be selected by agreement of the Parties or through JAMS. Following mediation, or upon written agreement of the Parties to waive mediation, any unresolved controversy or claim arising from or relating to the Agreement or breach thereof shall be settled through arbitration which shall be conducted under JAMS rules or policies. The arbitrator may be selected by agreement of the Parties or through JAMS. All fees and expenses for mediation or arbitration shall be borne by the Parties equally. However, each Party shall bear the expense of its own counsel, experts, witnesses, and preparation and presentation of evidence.

11. Applicable Law-Venue. This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington. In the event of a dispute, such dispute shall be litigated in the Superior Court of Skagit County, Washington.

12. Waiver. No waiver of any right under this Agreement shall be effective unless made in writing by the authorized representative of the Party to be bound thereby.

13. Concurrent Originals. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

14. Ratification and Confirmation. Any acts consistent with the authority and prior to the effective date of this Agreement are hereby ratified and confirmed.

15. Severability. If any term, provision, covenant, or condition of this Agreement is held by a court of competitive jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated as a result of such decision.

16. Entire Agreement. This Agreement constitutes the entire understanding of the Parties. It supersedes any oral representations that are inconsistent with or modify its terms and conditions.

**CENTRAL SKAGIT RURAL PARTIAL
COUNTY LIBRARY
DISTRICT**

Mary Alice Grobins
By: **Mary Alice Grobins**
Board Chair

Date: 4-20-17

Chairpersons:

Wanda M. Cornuch-Cosby

[Signature]

[Signature]

Chris Silver

CITY OF SEDRO WOOLLEY

Keith L. Wagones
By:
Mayor

Date: 4-12-2017

APPROVED AS TO FORM:

[Signature]
By:
City Attorney

ATTEST:

Patsy K. Nelson
By:
Finance Director

Approve:

By:
Sedro Woolley Library Board
President