

Central Skagit Rural Partial County Library District  
Regular Board Agenda  
Sedro-Woolley City Council Chambers  
July 19, 2018  
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 June 21, 2018  
Approval of June 2018 Payroll in the amount of \$29,632.38  
Approval of June 2018 Vouchers in the amount of \$386,711.27  
General Ledger Report for June 2018  
Balance Sheets for June 2018

5. Conflict of Interest
6. Communications
7. Report of the Director
8. Unfinished Business
  - A. New Library Update and Upcoming Joint Meetings (Information)
  - B. Committee Update on Director Evaluation (E,N)
  - C. Recommendation of State Holiday Pay (D)
10. New Business
  - A. 2018 Budget Amendment Resolution (D)
11. Other Business
12. Executive Session (if needed)

*There may be an Executive Session immediately preceding, during or following the meeting.*

Legend:

E = Explore Topic  
N = Narrow Options  
D = Decision

Central Skagit Rural Partial County Library District  
Regular Board Minutes  
Sedro-Woolley City Council Chambers  
June 21, 2018  
7:00 p.m.

1. Call to Order 7:05pm

Trustees Present: Mary Alice Grobins  
Mindy Coslor (via SKYPE)  
Darcy Resetar  
Lynn Torset

Staff Present: Jeanne Williams, Director

2. Public Comments

Wayne Carlson shared that he felt that the bookmobile going to the Upper Skagit Tribe was a good idea and that it is a good idea to make contact with the them. He further shared that the Upper Skagit Tribe has provided special funding in the past for the public good and they may be interested in the New Library Project.

3. Approval of Agenda

*Motion to approve the Agenda.*

Motion 1: Darcy Resetar  
Motion 2: Lynn Torset  
Unanimous

4. Consent Agenda Items

Approval of the Retreat Minutes from May 19, 2018  
Approval of the Regular Meeting Minutes from May 24, 2018  
Approval of May 2018 Payroll in the amount of \$29,298.65  
Approval of May 2018 Vouchers in the amount of \$44,936.85  
General Ledger Report for May 2018  
Balance Sheets for May 2018

*Motion to approve the consent agenda.*

Motion 1: Lynn Torset  
Motion 2: Darcy Resetar  
Unanimous

5. Conflict of Interest – None reported.

## 6. Communications

Mindy Coslor shared that she had had a conversation with Senator Keith Wagoner where he stated that he would seek more funding for the Sedro-Woolley from the state for the library if he has the opportunity. Finally, she shared that she had talked to him about supporting the Washington State Library since the state library supports all libraries in the state and they distribute federal dollars to libraries.

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

Jeanne Williams shared that the Garden Party over the Memorial weekend was a great success and was highlighted in the newspaper. She also shared that she had met with Interpreting Technology to get an overall estimate for technology and AV equipment for the new library. Harley McConnell is helping the library this summer (former Sedro-Woolley youth services associate). Summer Reading sign-ups started with over 300 people visiting the library. The library is using BeanStack for summer reading registration and tracking. The technology cutover took place over the last two days with the installation of a stronger firewall and a domain controller. Sara Harlan will be going full time starting July 1<sup>st</sup>.

Mary Alice Grobins asked if the library operational budget ongoing expenses would be sufficient to finish the year. Jeanne Williams stated that the ongoing expenses would come in at or under budget because of the staffing profile being different from what was expected.

Mary Alice Grobins asked how we missed the amount of the construction account when we budgeted. Jeanne Williams shared that we were under the wrong assumption that we would not start paying in to that account until the libraries consolidated, whereas the interlocal agreement stated it would begin with the effective date of the contract, which was to begin in January 2018.

Mary Alice Grobins asked if a vehicle would be purchased. Jeanne Williams stated that she wanted to put it off, but now there are some stipulations being handed down by the state involving the purchase of electric and flex fuel vehicles that need to be understood.

## 8. Unfinished Business

### A. New Library Update and Upcoming Joint Meetings (Information)

Mary Alice Grobins shared that the Library Partnership would be closing on the purchase of the property currently known as the Iron Skillet by the end of June.

Mary Alice Grobins went on to state that, at the 30% design point, there would be a joint meeting of the Board of Trustees and the Sedro-Woolley City Council in City Council Chambers. It will be one of two planned meetings to show general ideas around what the library may look like, the layout, and the program elements included in the building. This date was set for June 27, 2018 at 5pm. At 90% design, another joint meeting will be held, tentatively set for September 26, 2018 this will include more detail with regard to the external and internal look and layout.

Mary Alice Grobins shared that the format of the meeting would begin with the opening of the meeting and a presentation by SHKS Architects. After this section, the format will shift to a workshop format where everyone will visit stations around the room and leave written comments for the record.

Mary Alice Grobins explained that there have been weekly design meetings, including an onsite meeting at the property and a pre-application meeting with city planning and PUD.

Jeanne Williams shared that the pre-planning meeting focused on getting water to the property and sewage to the main line in a manner that does not put the line under the building. The parking lot was discussed as the fire trucks and garbage trucks would need a safe way to egress rather than backing up the vehicles. The discussion centered around where electrical, fire, and water junctions would be located in relation to the mechanical room of the building. She shared that the city planning staff have been very helpful and positive in this project.

Mary Alice Grobins commented on the funding structure of this project. The bond will likely not be sold until after bidding the project and that bond will be jointly paid by both entities. Senator Wagoner also secured \$1,455,000 million from the state (including the Department of Commerce's fee). There is also a \$360,000 construction account shared by the city and the district. The library district has reserved \$1.5 million to the project in recognition of the library bringing forth their entire library collection and use of their library building rent-free. From the \$1.5 million, the library district will pay for all furniture, fixtures, equipment, information technology, audio visual equipment and an opening day collection.

Mary Alice Grobins went on to explain other costs that will come from that \$1.5 million reserve. The library district will pay 59% of the Iron Skillet purchase and will pay portions of surveys and architect fees before the bond is sold by the city. Once bonds are sold, the library district will be reimbursed. As expenditures are made for the New Library project, these will be highlighted so that all Trustees are aware of those expenditures. These expenditures require future budget amendments that the Director to bring to the Board.

Mary Alice Grobins shared that it is very likely we will spend most or all of those reserve funds on this project.

Mindy Coslor stated that Senator Wagoner also told her that he had been successful in exempting the project from LEED Silver certification.

Mary Alice Grobins shared that the project team worked on the estimated cost of LEED certification and that it would cost up to \$400,000 to get this certification. Senator Wagoner was able to get a waiver as did Orcas Island Library in the past. The new library will be built to green and efficiency standards in mind, but will not have to pay the extra administrative costs for certification.

B. Bylaws Revisions (D)

*Motion to accept the Bylaws Amendments as written. (Appendix 1)*

Motion 1: Mindy Coslor

Motion 2: Lynn Torset

Unanimous

C. Director's Contract Amendment (D)

*Motion to accept the Director's contract amendment as written. (Appendix 2)*

Motion 1: Lynn Torset

Motion 2: Darcy Resetar

Unanimous

Mary Alice Grobins stated that this extension through December 31, 2018 would get the Director's evaluation on the fiscal and strategic year schedule.

10. New Business

A. Staff Work on State Holidays (E)

The Board of Trustees discussed options for paying out Holiday Pay when staff work on state holidays. The upcoming Loggerodeo Parade is an event on a state holiday that raises this issue.

Mary Alice Grobins pointed out that there were two different issues with regard to working on a state holiday: 1) working onsite to do normal work duties and 2) participating in civic events on paid time offsite. She said that she would support staff doing library business but not sure about public funds paying staff to participate in parades and civic events.

Mindy Coslor said that she felt volunteering to work on a state holiday and getting extra pay would be acceptable. It would have to be clear that it would not be mandatory.

Jeanne Williams shared that she had sought advisement from the Skagit Auditor's Office as to how they see other public entities handle this, it was found that some Boards (or union contracts) specify that employees working on a paid state holiday doing normal work duties be paid double time their rate of pay. However, activities in civic events representing those organizations was not specifically covered.

Mary Alice Grobins pointed out that employees taking part in civic events on work time presented a liability issue for the district.

After the July 4, 2017 Loggerodeo Parade, Jeanne Williams met with the local Enduris Insurance representative and he shared that parades are inherently risky and that very specific policies would need to be put in place to limit that risk.

Lynn Torset shared that the Loggerodeo Board was disappointed that people had ridden on top of the bookmobile in the 2017 parade. Jeanne Williams shared that no staff had been involved in the Loggerodeo parade in 2017 and that it had been a volunteer effort to get the bookmobile in the parade.

Lynn Torset further shared that he had worked in organizations where their employees could volunteer to take part in civic events for promotion, but it was clear that those employees understood that they were not on work time or coverage.

Mindy Coslor suggested that Jeanne Williams bring a recommendation to the Board on this issue.

#### B. Surplus of Withdrawn Materials (D)

Jeanne Williams shared that the library staff had been working to deaccession materials from the library collection. Up to this point, the Board of Trustees have not had the opportunity to declare anything as surplus.

Jeanne Williams explained that the Board would need to regularly declare surplus the withdrawn items and that these lists would be attached to the minutes where the declaration took place.

The items up for surplus numbered 6678 and this represented items that were duplicative because both libraries had owned copies. This also included materials that were extremely outdated or in disrepair. Removing these items allowed for the introduction of the Central Skagit Library materials into the collection as well as the addition of new materials.

Mary Alice Grobins asked how many new items had been added to the collection in that time period.

Jeanne Williams responded that approximately 6000 items had been added to the collection not including the existing new CSLD materials. She further pointed out that over \$41,000 had been spent in collection additions.

*Motion to surplus the 6678 materials referred to in the withdrawn list.*  
(Appendix 3)

Motion 1: Darcy Resetar

Motion 2: Lynn Torset

Unanimous

## 11. Other Business

### A. Committee Report – Director Evaluation Process

Darcy Resetar shared that she and Mindy had had a phone conversation with Catherine McHugh about her experience with the process and the tools that she recommended. She said that she would be creating and sharing a survey about the competencies the Board and Jeanne Williams would like to see in the final evaluation tool.

## 12. Executive Session

The Board of Trustees will enter into an Executive Session pursuant to RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

The Board entered in to Executive Session at 8:05pm.  
The Board closed the Executive Session at 8:20pm.

## 13. Adjournment 8:20pm

*Motion to adjourn.*

Motion 1: Mindy Coslor

Motion 2: Darcy Resetar

Unanimous

### Legend:

E = Explore Topic

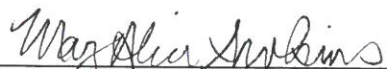
N = Narrow Options

D = Decision

Information = informational items and updates on projects  
Parking Lot = Items tabled for a later discussion

**Current Parking Lot Items:**

Foundation Development involving Friends of the Library



Mary Alice Grobins, Chair



Mindy Coslor, Vice Chair



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Darcy Resetar, Trustee



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Lynn Torset, Trustee



Central Skagit Rural Partial County Library District  
 720 Metcalf Street  
 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     |
| 6/1/2018 | Hoopla                           | 6/1/2018    | 06/01/18 | 5014930  | \$1,212.27 |
|          | Demco                            | 6386015     | 05/24/18 | 5013110  | \$135.94   |
|          | Leaf                             | 8414017     | 05/27/18 | 5013512  | \$615.20   |
|          | Midwest Tape                     | 96121999    | 05/23/18 | 5013515  | \$758.16   |
|          | Midwest Tape                     | 96122021    | 05/23/18 | 5013515  | \$36.34    |
|          | Midwest Tape                     | 96128193    | 05/24/18 | 5013515  | \$365.41   |
|          | Midwest Tape                     | 96111140    | 05/19/18 | 5013515  | \$327.16   |
|          | Midwest Tape                     | 96106163    | 05/17/18 | 5013515  | \$467.58   |
| 6/1/2018 | THE HOME DEPOT #8561 BURLINGTO   |             | 05/29/18 | 5013180  | \$7.32     |
|          | SKAGIT FARMERS SUPPLY SEDRO WOOL |             | 05/29/18 | 5013110  | \$18.41    |
|          | PETSMART # 1273 BURLINGTO        |             | 05/29/18 | 5013180  | \$71.43    |
|          | LOWES #00035* MOUNT VER          |             | 05/29/18 | 5013180  | \$63.11    |
|          | INTEREST CHARGE ON PURCHASES     |             | 05/29/18 | 5014910  | \$29.24    |
|          | FUEL EXPRESS SEDRO WOO SEDRO WOO |             | 05/25/18 | 5014910  | \$69.47    |
|          | AMAZON MKTPLACE PMTS W WWW.AMAZO |             | 05/25/18 | 5013180  | \$9.54     |
|          | AMAZON MKTPLACE PMTS W WWW.AMAZO |             | 05/25/18 | 5013180  | \$31.69    |
|          | AMAZON MKTPLACE PMTS W WWW.AMAZO |             | 05/25/18 | 5013180  | \$81.47    |
|          | AMAZON MKTPLACE PMTS W WWW.AMAZO |             | 05/24/18 | 5013180  | \$109.30   |
|          | AMAZON MKTPLACE PMTS AMZN.COM/B  |             | 05/24/18 | 5013180  | \$60.51    |
|          | AMAZON MKTPLACE PMTS AMZN.COM/B  |             | 05/24/18 | 5013180  | \$92.09    |
|          | AMAZON MKTPLACE PMTS AMZN.COM/B  |             | 05/24/18 | 5013515  | \$36.87    |
|          | AMAZON.COM AMZN.COM/BI AMZN.COM/ |             | 05/24/18 | 5013515  | \$29.97    |
|          | AMAZON MKTPLACE PMTS AMZN.COM/B  |             | 05/24/18 | 5013180  | \$46.28    |
|          | AMAZON MKTPLACE PMTS W WWW.AMAZO |             | 05/24/18 | 5013110  | \$31.13    |
|          | LATE FEE - PAYMENT DUE ON 05/24  |             | 05/24/18 | 5014910  | \$39.00    |
|          | SQ *RCN COMMUNICATI 877-417-4    |             | 05/22/18 | 5014212  | \$99.29    |
|          | THE WOOLLEY MARKET SEDRO WOOL    |             | 05/21/18 | 5014310  | \$22.74    |
|          | CASCADE PIZZA - SW SEDRO WOOL    |             | 05/21/18 | 5014310  | \$78.14    |
|          | SKAGIT FARMERS SUPPLY SEDRO WOOL |             | 05/21/18 | 5013180  | \$93.86    |
|          | MESTIZO FAMILY MEXICAN SEDRO WOO |             | 05/21/18 | 5014310  | \$12.71    |
|          | E AND E LUMBER SEDRO SEDRO WOOL  |             | 05/21/18 | 5013110  | \$6.51     |
|          | FRED-MEYER #0024 BURLINGTO       |             | 05/21/18 | 5014310  | \$77.83    |
|          | RITE AID STORE - 5248 SEDRO WOOL |             | 05/21/18 | 5013110  | \$14.52    |

|          |                                  |            |          |          |            |
|----------|----------------------------------|------------|----------|----------|------------|
|          | AMAZON MKTPLACE PMTS W WWW.AMAZO | 05/18/18   | 5013515  | \$34.05  |            |
|          | EIG*PowWeb 866-53928             | 05/16/18   | 5014930  | \$3.95   |            |
|          | ADOBE *ACROPRO SUBS 800-833-6    | 05/14/18   | 5014930  | \$27.11  |            |
|          | FUEL EXPRESS SEDRO WOO SEDRO WOO | 05/11/18   | 5014910  | \$75.00  |            |
|          | FUEL EXPRESS SEDRO WOO SEDRO WOO | 05/11/18   | 5014910  | \$21.01  |            |
|          | GLOBAL ONENESS PROJECT GLOBALONE | 05/10/18   | 5013180  | \$230.00 |            |
|          | FLUENTSTREAM TECHNOLOG 877-31264 | 05/07/18   | 5014210  | \$198.69 |            |
|          | Amazon.com AMZN.COM/B            | 05/07/18   | 5013515  | \$157.90 |            |
|          | SUNSET PARK SELF STORA SEDRO WOO | 05/07/18   | 5016210  | \$100.00 |            |
|          | EIG*PowWeb 866-53928             | 05/07/18   | 5014930  | \$20.00  |            |
|          | EIG*PowWeb 866-53928             | 05/07/18   | 5014930  | \$60.00  |            |
|          | SEDRO WOOLLEY MINI STO SEDRO WOL | 05/04/18   | 5016210  | \$150.00 |            |
|          | AMAZON.COM AMZN.COM/BI AMZN.COM/ | 05/04/18   | 5013515  | \$25.15  |            |
|          | FACEBK LQB5BFAAX2 650-54348      | 05/01/18   | 5014410  | \$8.34   |            |
|          | AMAZON.COM AMZN.COM/BI AMZN.COM/ | 04/30/18   | 5013515  | \$12.36  |            |
|          | Amazon.com AMZN.COM/B            | 04/30/18   | 5013515  | \$22.70  |            |
| 6/4/2018 | Baker & Taylor                   | 4012194825 | 04/13/18 | 5013515  | \$15.38    |
|          | Baker & Taylor                   | 4012194826 | 04/13/18 | 5013515  | \$17.27    |
|          | Baker & Taylor                   | 4012194827 | 04/13/18 | 5013515  | \$22.88    |
|          | Baker & Taylor                   | 4012194828 | 04/13/18 | 5013515  | \$98.27    |
|          | Baker & Taylor                   | 4012194792 | 04/13/18 | 5013515  | \$110.45   |
|          | Baker & Taylor                   | 4012194793 | 04/13/18 | 5013515  | \$349.02   |
|          | Baker & Taylor                   | 4012194794 | 04/13/18 | 5013515  | \$18.51    |
|          | Baker & Taylor                   | 4012194795 | 04/13/18 | 5013515  | \$196.17   |
|          | Baker & Taylor                   | 4012194796 | 04/13/18 | 5013515  | \$18.60    |
|          | Baker & Taylor                   | 4012194797 | 04/13/18 | 5013515  | \$11.64    |
|          | Baker & Taylor                   | 4012196100 | 04/16/18 | 5013515  | \$59.18    |
|          | Baker & Taylor                   | 4012196101 | 04/16/18 | 5013515  | \$70.06    |
|          | Baker & Taylor                   | 4012196102 | 04/16/18 | 5013515  | \$10.51    |
|          | Baker & Taylor                   | 4012196103 | 04/16/18 | 5013515  | \$78.79    |
|          | Baker & Taylor                   | 4012201735 | 04/20/18 | 5013515  | \$182.63   |
|          | Baker & Taylor                   | 4012201736 | 04/20/18 | 5013515  | \$174.55   |
|          | Baker & Taylor                   | 4012201737 | 04/20/18 | 501315   | \$235.90   |
|          | Baker & Taylor                   | 4012201738 | 04/20/18 | 501315   | \$6.89     |
|          | Baker & Taylor                   | 4012201739 | 04/20/18 | 501315   | \$38.80    |
|          | Baker & Taylor                   | 4012201740 | 04/20/18 | 501315   | \$19.01    |
|          | Baker & Taylor                   | 4012202876 | 04/23/18 | 501315   | \$2,008.62 |
|          | Baker & Taylor                   | 4012202877 | 04/23/18 | 501315   | \$17.88    |
|          | Baker & Taylor                   | 4012202878 | 04/23/18 | 501315   | \$54.12    |

|                |            |          |        |          |
|----------------|------------|----------|--------|----------|
| Baker & Taylor | 4012202879 | 04/23/18 | 501315 | \$8.87   |
| Baker & Taylor | 4012202880 | 04/23/18 | 501315 | \$119.30 |
| Baker & Taylor | 4012203977 | 04/24/18 | 501315 | \$6.89   |
| Baker & Taylor | 4012203978 | 04/24/18 | 501315 | \$30.37  |
| Baker & Taylor | 4012203979 | 04/24/18 | 501315 | \$48.60  |
| Baker & Taylor | 4012203980 | 04/24/18 | 501315 | \$12.26  |
| Baker & Taylor | 4012203981 | 04/24/18 | 501315 | \$143.30 |
| Baker & Taylor | 4012208160 | 04/27/18 | 501315 | \$231.52 |
| Baker & Taylor | 4012208161 | 04/27/18 | 501315 | \$80.07  |
| Baker & Taylor | 4012208162 | 04/27/18 | 501315 | \$21.13  |
| Baker & Taylor | 4012208163 | 04/27/18 | 501315 | \$278.27 |
| Baker & Taylor | 4012208164 | 04/27/18 | 501315 | \$14.06  |
| Baker & Taylor | 4012208165 | 04/27/18 | 501315 | \$11.56  |
| Baker & Taylor | 4012213143 | 05/03/18 | 501315 | \$44.05  |
| Baker & Taylor | 4012213144 | 05/03/18 | 501315 | \$31.02  |
| Baker & Taylor | 4012213145 | 05/03/18 | 501315 | \$7.55   |
| Baker & Taylor | 4012213146 | 05/03/18 | 501315 | \$12.26  |
| Baker & Taylor | 4012214441 | 05/04/18 | 501315 | \$165.64 |
| Baker & Taylor | 4012214442 | 05/04/18 | 501315 | \$19.76  |
| Baker & Taylor | 4012214443 | 05/04/18 | 501315 | \$63.24  |
| Baker & Taylor | 4012214444 | 05/04/18 | 501315 | \$27.22  |
| Baker & Taylor | 4012214445 | 05/04/18 | 501315 | \$161.20 |
| Baker & Taylor | 4012214446 | 05/04/18 | 501315 | \$70.83  |
| Baker & Taylor | 4012214447 | 05/04/18 | 501315 | \$6.72   |
| Baker & Taylor | 4012214448 | 05/04/18 | 501315 | \$30.61  |
| Baker & Taylor | 4012214449 | 05/04/18 | 501315 | \$16.74  |
| Baker & Taylor | 4012221918 | 05/14/18 | 501315 | \$185.12 |
| Baker & Taylor | 4012221919 | 05/14/18 | 501315 | \$57.31  |
| Baker & Taylor | 4012221920 | 05/14/18 | 501315 | \$17.88  |
| Baker & Taylor | 4012221921 | 05/14/18 | 501315 | \$8.42   |
| Baker & Taylor | 4012221922 | 05/14/18 | 501315 | \$37.84  |
| Baker & Taylor | 4012221923 | 05/14/18 | 501315 | \$9.51   |
| Baker & Taylor | 4012222758 | 05/15/18 | 501315 | \$52.86  |
| Baker & Taylor | 4012222759 | 05/15/18 | 501315 | \$13.47  |
| Baker & Taylor | 4012222760 | 05/15/18 | 501315 | \$12.26  |
| Baker & Taylor | 4012222761 | 05/15/18 | 501315 | \$13.51  |
| Baker & Taylor | 4012232421 | 05/24/18 | 501315 | \$54.30  |
| Baker & Taylor | 4012232422 | 05/24/18 | 501315 | \$64.53  |
| Baker & Taylor | 4012232423 | 05/24/18 | 501315 | \$75.15  |

|           |                           |             |          |         |             |
|-----------|---------------------------|-------------|----------|---------|-------------|
|           | Baker & Taylor            | 4012232424  | 05/24/18 | 501315  | \$23.64     |
|           | Baker & Taylor            | 4012232490  | 05/24/18 | 501315  | \$19.75     |
|           | Baker & Taylor            | 4012232491  |          | 501315  | \$8.88      |
|           | Baker & Taylor            | 4012232492  |          | 501315  | \$17.93     |
|           | Baker & Taylor            | 4012233716  |          | 501315  | \$144.34    |
|           | Baker & Taylor            | 4012233717  |          | 501315  | \$18.52     |
|           | Baker & Taylor            | 4012233718  |          | 501315  | \$18.51     |
|           | Baker & Taylor            | 4012233719  |          | 501315  | \$18.49     |
|           | Baker & Taylor            | 4012233720  |          | 501315  | \$46.56     |
|           | Baker & Taylor            | 4012233721  |          | 501315  | \$9.69      |
|           | Baker & Taylor            | 4012238999  |          | 501315  | \$165.42    |
|           | Baker & Taylor            | 4012239000  |          | 501315  | \$144.56    |
|           | Baker & Taylor            | 4012239001  |          | 501315  | \$31.54     |
|           | Baker & Taylor            | 4012239002  |          | 501315  | \$37.19     |
|           | Baker & Taylor            | 4012239003  |          | 501315  | \$6.72      |
| 6/4/2018  | Great American Financial  | 22749848    | 05/30/18 | 5013512 | \$528.76    |
|           | WA HCA                    | 18-Jun      | 05/29/18 | 5012400 | \$9,380.39  |
|           | Midwest Tape              | 96137439    | 05/29/18 | 5013515 | \$709.11    |
|           | Midwest Tape              | 96138131    | 05/29/18 | 5013515 | \$96.54     |
|           | Catherine McHugh          | 12          | 06/04/18 | 5014110 | \$4,645.75  |
|           | Demco                     | 6386320     | 05/25/18 | 5013512 | \$4,302.25  |
|           | VM Investments            | 18-Jul      | 06/30/18 | 5014510 | \$1,260.00  |
|           | Interpreting Technology   | IT2725      | 04/03/18 | 5014110 | \$1,517.22  |
| 6/11/2018 | Cascade Natural Gas       |             | 06/05/18 | 5014700 | \$19.54     |
|           | Cascade Natural Gas       |             | 06/05/18 | 5014700 | \$20.60     |
|           | Comcast                   |             | 06/02/18 | 5014212 | \$282.99    |
|           | Mid-West Tapes            | 96145797    | 05/31/18 | 5013515 | \$127.99    |
|           | Mid-West Tapes            | 96145798    | 05/31/18 | 5013515 | \$52.61     |
|           | OCLC                      | 603583      | 05/31/18 | 5014930 | \$109.83    |
|           | Skagit PUD                |             | 06/06/18 | 5014700 | \$54.53     |
|           | City of Sedro-Woolley     |             | 06/01/18 | 5014700 | \$155.89    |
|           | City of Sedro-Woolley     |             | 06/01/18 | 5014700 | \$16.91     |
| 6/15/2018 | WA State Auditor's Office | L125929     | 06/12/18 | 5014130 | \$427.95    |
|           | Skagit Law Group          | 29370       | 05/31/18 | 5014110 | \$75.00     |
|           | Circuit Solutions         | 1189        | 06/05/18 | 5014110 | \$177.40    |
|           | SirsiDynix                | INVMT031736 | 04/12/18 | 5014930 | \$23,213.30 |
|           | SirsiDynix                | INVMT031877 | 06/05/18 | 5014930 | \$551.31    |
|           | Midwest Tape              | 96160999    | 06/05/18 | 5013515 | \$293.92    |
|           | Midwest Tape              | 96165764    | 06/06/18 | 5013515 | \$235.37    |

6/22/2018

|              |              |          |         |          |
|--------------|--------------|----------|---------|----------|
| Midwest Tape | 96165765     | 06/06/18 | 5013515 | \$36.34  |
| Midwest Tape | 96151630     | 06/01/18 | 5013515 | \$305.50 |
| Midwest Tape | 96151632     | 06/01/18 | 5013515 | \$47.19  |
| Amazon       | 544376854685 | 05/10/18 | 5013515 | \$35.70  |
| Amazon       | 433867769873 | 05/11/18 | 5013110 | \$30.36  |
| Amazon       | 795694547667 | 05/13/18 | 5013515 | \$23.88  |
| Amazon       | 439937545659 | 05/14/18 | 5013515 | \$12.95  |
| Amazon       | 959944599648 | 05/14/18 | 5013515 | \$416.19 |
| Amazon       | 684589446345 | 05/14/18 | 5013515 | \$14.57  |
| Amazon       | 865338643535 | 05/14/18 | 5013515 | \$14.20  |
| Amazon       | 658347979668 | 05/14/18 | 5013110 | \$7.32   |
| Amazon       | 945655785543 | 05/14/18 | 5013512 | \$167.37 |
| Amazon       | 864837786477 | 05/14/18 | 5013512 | \$95.94  |
| Amazon       | 654675373867 | 05/14/18 | 5013515 | \$63.90  |
| Amazon       | 635564458976 | 05/14/18 | 5013512 | \$52.33  |
| Amazon       | 988973389695 | 05/16/18 | 5013180 | \$101.70 |
| Amazon       | 675848753489 | 05/16/18 | 5013110 | \$26.03  |
| Amazon       | 934596677856 | 05/16/18 | 5013180 | \$57.11  |
| Amazon       | 947593597594 | 05/16/18 | 5013180 | \$13.75  |
| Amazon       | 857787755338 | 05/16/18 | 5013180 | \$11.20  |
| Amazon       | 867458559768 | 05/17/18 | 5013180 | \$48.61  |
| Amazon       | 436743346568 | 05/17/18 | 5013180 | \$58.06  |
| Amazon       | 786346344985 | 05/17/18 | 5013110 | \$59.62  |
| Amazon       | 443555373865 | 05/21/18 | 5013515 | \$11.89  |
| Amazon       | 467644936943 | 05/22/18 | 5013515 | \$27.11  |
| Amazon       | 456559948446 | 05/22/18 | 5013515 | \$21.80  |
| Amazon       | 979669773667 | 05/22/18 | 5013515 | \$14.78  |
| Amazon       | 444674764975 | 05/22/18 | 5013515 | \$471.10 |
| Amazon       | 597868855356 | 05/22/18 | 5013515 | \$7.30   |
| Amazon       | 555678658353 | 05/22/18 | 5013515 | \$17.34  |
| Amazon       | 977557953475 | 05/22/18 | 5013515 | \$17.94  |
| Amazon       | 558836337845 | 05/22/18 | 5013515 | \$8.45   |
| Amazon       | 467655438869 | 05/22/18 | 5013515 | \$5.41   |
| Amazon       | 536975373783 | 05/22/18 | 5013515 | \$31.40  |
| Amazon       | 456943475995 | 05/22/18 | 5013515 | \$17.86  |
| Amazon       | 464583548534 | 05/22/18 | 5013515 | \$20.26  |
| Amazon       | 453673969853 | 05/22/18 | 5013515 | \$14.37  |
| Amazon       | 446637595596 | 05/23/18 | 5013180 | \$17.20  |
| Amazon       | 466996988479 | 05/24/18 | 5013180 | \$6.31   |

|           |                       |          |          |          |              |
|-----------|-----------------------|----------|----------|----------|--------------|
| Amazon    | 699736563563          | 05/24/18 | 5013180  | \$23.86  |              |
| Amazon    | 834888749586          | 05/24/18 | 5013180  | \$241.41 |              |
| Amazon    | 997558868879          | 05/24/18 | 5013180  | \$11.32  |              |
| Amazon    | 984647736754          | 05/29/18 | 5013180  | \$21.46  |              |
| Amazon    | 688363783735          | 05/29/18 | 5013110  | \$155.14 |              |
| Amazon    | 458553369878          | 05/30/18 | 5013110  | \$10.84  |              |
| Amazon    | 484673789737          | 05/30/18 | 6013512  | \$107.42 |              |
| Amazon    | 683985535668          | 05/30/18 | 5013515  | \$13.12  |              |
| Amazon    | 473585549466          | 05/31/18 | 5013110  | \$8.99   |              |
| Amazon    | 488369659458          | 05/31/18 | 5013110  | \$85.72  |              |
| Amazon    | 958396688574          | 05/31/18 |          | -\$40.01 |              |
| Amazon    | 536966676637          | 05/31/18 | 4013110  | \$65.08  |              |
| Amazon    | 598847769949          | 05/31/18 | 5013515  | \$97.70  |              |
| Amazon    | 443458585333          | 06/02/18 | 5013515  | \$47.34  |              |
| Amazon    | 967383464475          | 06/04/18 | 5013180  | \$43.98  |              |
| Amazon    | 453996488985          | 06/04/18 | 5013515  | \$31.20  |              |
| Amazon    | 837437539579          | 06/04/18 | 5013515  | \$9.20   |              |
| Amazon    | 457589869454          | 06/05/18 | 5013515  | \$20.84  |              |
| Amazon    | 776793854495          | 06/05/18 | 5013515  | \$6.50   |              |
| Amazon    | 876349773367          | 06/05/18 | 5013515  | \$11.91  |              |
| Amazon    | 467857598855          | 06/05/18 | 5013515  | \$5.41   |              |
| Amazon    | 446866946883          | 06/05/18 | 5013515  | \$6.50   |              |
| Amazon    | 758399536836          | 06/05/18 | 5013515  | \$10.83  |              |
| Amazon    | 434568758985          | 06/05/18 | 5013515  | \$155.82 |              |
| Amazon    | 438893379843          | 06/05/18 | 5013515  | \$9.00   |              |
| Amazon    | 693897849848          | 06/05/18 | 5013515  | \$7.06   |              |
| Amazon    | 898949867474          | 06/05/18 | 5013515  | \$17.35  |              |
| Amazon    | 456456667484          | 06/10/18 | 5013515  | \$9.76   |              |
| Amazon    | 946743857374          | 06/05/18 | 5013515  | \$18.70  |              |
| Amazon    | 435467838989          | 06/05/18 | 5013515  | \$27.94  |              |
| Amazon    | 479939659354          | 06/05/18 | 5013515  | \$26.02  |              |
| Amazon    | 789988898884          | 06/05/18 | 5013515  | \$316.10 |              |
| Amazon    | 797849795846          | 06/05/18 | 5013515  | \$19.92  |              |
| Amazon    | 698654746985          | 06/06/18 | 5013515  | \$16.46  |              |
| 6/22/2018 | City of Sedro-Woolley | 415      | 06/26/18 | 5016210  | \$316,562.87 |
| 6/22/2018 | Enduris               | 18508    | 06/14/18 | 5014610  | \$1,522.00   |
|           | Verizon               |          | 06/09/18 | 5014210  | \$134.99     |
|           | Frontline Cleaning    | 18890    | 06/15/18 | 5014187  | \$570.00     |
|           | Midwest Tape          | 96183966 | 06/13/18 | 5013515  | \$114.17     |

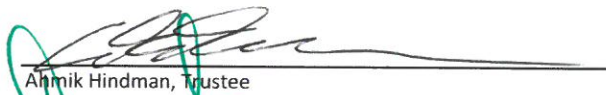
|           |                         |           |          |         |            |
|-----------|-------------------------|-----------|----------|---------|------------|
|           | Midwest Tape            | 96188309  | 06/14/18 | 5013515 | \$741.01   |
|           | Midwest Tape            | 96178469  | 06/11/18 | 5013515 | \$323.85   |
|           | Midwest Tape            | 96178601  | 06/11/18 | 5013515 | \$141.56   |
|           | Midwest Tape            | 96169676  | 06/08/18 | 5013515 | \$592.10   |
| 6/28/2018 | Puget Sound Energy      |           | 06/19/18 | 5014700 | \$413.76   |
|           | Verizon Wireless        |           | 06/09/18 | 5014210 | \$134.99   |
|           | OASYS                   | 147856    | 06/20/18 | 5013512 | \$140.52   |
|           | Will Hornyak            | 62618     | 06/26/18 | 5013180 | \$800.00   |
|           | Leaf                    | 8498125   | 06/26/18 | 5013512 | \$292.95   |
|           | Traf-Sys                | 25805     | 06/25/18 | 5013512 | \$1,370.00 |
|           | Comcast                 |           | 06/14/18 | 5014212 | \$218.41   |
|           | Midwest Tape            | 96206136  | 06/20/18 | 5013515 | \$23.29    |
|           | Midwest Tape            | 96208284  | 06/21/18 | 5013515 | \$49.33    |
|           | Midwest Tape            | 96208285  | 06/21/18 | 5013515 | \$41.76    |
|           | Interpreting Technology | IT21293   | 06/27/18 | 5014110 | \$35.13    |
|           | World Trade Press       | INV668987 | 07/01/18 | 5014930 | \$680.00   |
|           | OCLC                    | 603583    | 05/31/18 | 5014930 | \$109.83   |
| 6/29/2018 | Sara Harlan             |           | 06/29/18 | 5013180 | \$242.60   |
|           |                         |           |          |         |            |
|           |                         |           |          |         |            |
|           |                         |           |          |         |            |

**TOTAL \$386,711.27**

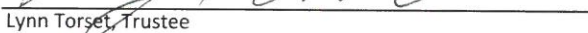
Highlighted cell includes payment for 59% of Iron Skillet property purchase (one-time cost).

  
 Mary Alida Grobins, Chair

  
 Mindy Coslor, Vice Chair

  
 Ahmik Hindman, Trustee

  
 Darcy Resetar, Trustee

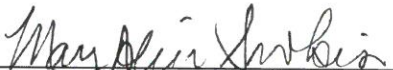
  
 Lynn Torset, Trustee

**Resolution No. 2018-5**

Be it resolved by the Trustees of the Central Skagit Rural Partial County Library District, on July 19, 2018, that we amend the 2018 Budget to:

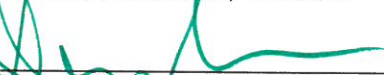
1. Add \$35,400 in additional funds to correctly reflect the amount paid into the shared construction account with the City of Sedro-Woolley (59% of \$30,000 per month for 12 months).
2. Add \$316,563 in additional funds for one-time expenses to reflect the purchase of property for the New Library project.

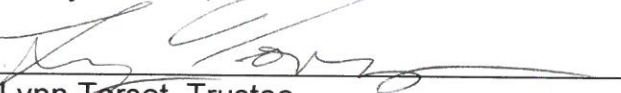
Adopted this 19<sup>th</sup> Day of July, 2018.

  
\_\_\_\_\_  
Mary Alice Grobins, Chair

  
\_\_\_\_\_  
Mindy Coslor, Vice Chair

  
\_\_\_\_\_  
Ahmik Hindman, Trustee

  
\_\_\_\_\_  
Darcy Resetar, Trustee

  
\_\_\_\_\_  
Lynn Torset, Trustee