

**EVERETT PUBLIC LIBRARY BOARD
OF TRUSTEES MEETING**

February 18, 2020

Board of Trustees: Deanna Dunkin Smith
Maureen Malley
Bob Bertoldi

Library Staff: Abigail Cooley
Mindy Van Wingen

City Council: Brenda Stonecipher

CALL MEETING TO ORDER

The meeting was called to order at 7:02 p.m.

CITIZEN'S COMMENTS

Janet Layton introduced herself as the VP of Everett Woman's Book Club. They are interested in learning more about the library and plan to be more present at meetings.

Rebecca Fevert introduced herself as a potential board member with an interest in being part of the meetings.

APPROVE MINUTES OF JANUARY 2020

Minutes were approved.

REVIEW EXPENDITURE REPORT

Salaries and benefits from vacant positions are reflected. Two vendor invoices came in late in the year, so they weren't paid as planned. A lectern will be reflected in the spending, reducing the remaining balance. There is typically \$2,000-4,000 in unspent money at the end of each year.

Cumulative Reserve funds will be used to get tech items for each library, including Chromebooks, accessibility equipment for visually impaired, etc. Purchasing technology requires working with IT.

DIRECTOR'S REPORT

Education and Lifelong Learning

The Ukulele program was a highlight.

Engagement and Inclusion

Little Science Lab partnership with Imagine Children's Museum and Hand in Hand to offer bilingual STEM programming at EB.

Efficient and Effective

Humanities Washington Prime Time Grant to start in April. The Library has applied for a Snohomish County Heritage Grant to fund digitization of historic images.

NEW BOARD MEMBER UPDATE

Interviews are in process and a decision will be made by Thursday. The decision will be shared with the Mayor, then on to Council for approval. Expect about 2 weeks for an announcement.

LIBRARY FINES/FEES & COLLECTIONS

Abby gave a presentation on fines/fees/collections. Abby and the Board discussed the pros and cons of eliminating fines and fees and whether it would be feasible to balance the revenue lost against meeting rooms and passport revenue. An action item will be brought forward in April.

FOR THE GOOD OF THE ORDER

Maureen reached out to past director Eileen Simmons for historical institutional knowledge about the board's roles and responsibilities. An important task is to complete a formal director evaluation and to start the process early in the year. The director's evaluation will be added to the March agenda.

Deanna shared that Everett Reads presentation was excellent and that she appreciates the book group kits.

Abby shared upcoming programs in March. Board members are invited to attend a training with Ryan Dowd in March.

ADJOURN

With a motion, second, and unanimous approval, the meeting was adjourned at 8:05 p.m.

Mindy Van Wingen, Assistant Director