

EVERETT PUBLIC LIBRARY BOARD
OF TRUSTEES MEETING

May 17, 2022

Board of Trustees:

Joshua Glasgow
Nick Shekeryk
Deanna Dunkin Smith
Diane Belote

Library Staff:

Abigail Cooley
Meghan Edwards-Bond
Jennifer Patterson
Andrea Wallis
Emily Dagg

City Staff:

Lori Cummings
Paula Rhyne

CALL MEETING TO ORDER

The meeting was called to order at 7:01.

LAND ACKNOWLEDGEMENT

Nick read the land acknowledgement.

PUBLIC COMMENTS

None.

APPROVE MINUTES OF APRIL 2022

Minutes were approved as submitted.

REVIEW EXPENDITURE REPORTS

Budget amendments were approved by City Council on April 13th. Total funds carried over from 2021: \$594,273.

In 110 fund, professional services included payment for annual Bibliotheca subscription and miscellaneous expenses included annual WLA membership. Year-to-date balances still on track.

In 152 fund, small tools/equipment included a monitor and ZoomText for ADA station. Other expenses included supplies for programs, payment for 2 programs and various training, including annual Ryan Dowd subscription, ALA webinar, Robert's Rules and registration and flight for ALSC Conference.

DIRECTOR'S REPORT

The 2023 budget calendar was shared. Dates subject to change and more information to come.

A social work services survey is now available through the website. This survey will help gather information on community needs and interest for social work services in the library.

Three donations have been received from the Everett Woman's Book Club, one being an endowment distribution which will be an annual donation and is unrestricted.

Tabby's Coffee is open.

The Book Sale has resumed and is now in the coffee shop area.

Upcoming programs include a Mobile Bike Clinic, Narcan training, Exploring the Titanic, and Lawyers in the Library. First seed share event happened and about 40 people attended despite it being outside and the weather.

Abby shared feedback from patrons.

SUMMER READING PROGRAM

The Summer Reading Program will run June 1-August 31 and the theme is Oceans of Possibilities. The programs will be a mix of virtual and in person.

Andrea Wallis provided an overview of the Youth Services reading logs, prizes, and theme-specific programs.

Jennifer Patterson provided an overview of the Adult Services bingo card, prizes, and theme-specific programs. The monthly Book Club will resume on August 11th with The House in the Cerulean Sea.

In person school visits have resumed and the Summer Reading Program will be promoted. Updates and more information will also be promoted through social media and the newsletter, which was relaunched and will be sent out weekly. Designated marketing funds will also be used to advertise, and the board is encouraged to share with their networks.

FUTURE AGENDA ITEMS

In person meetings will resume in June to be compliant and follow City Council. Working with IT and Purchasing to order hybrid equipment. Zoom link will still be created to account for public comments.

With a motion, second, and unanimous approval, holding meetings in person and accepting public comments in person and virtual was approved.

The board packet included a memo about potential changes to meetings. These changes were discussed and will be implemented going forward, and changes can be made as necessary. Board members are encouraged to present board reports if they have contributions, Paula Rhyne will present pertinent information from Council and Lori Cummings and Paula Rhyne will provide information for the monthly board reports.

NW Room Specialist, Lisa Labovitch to present to board in the future about relationship with Everett Historical Commission and NW history.

FOR THE GOOD OF THE ORDER

Team revising rules of conduct and working with city partners to address security related issues. Organizing various staff trainings, examining exclusion process, and updating policies and procedures. More information to come.

ADJOURN

With a motion, second, and unanimous approval, the meeting was adjourned at 8:13.