

1 ORCAS ISLAND LIBRARY DISTRICT



3 Library Board Retreat Minutes

4 January 24, 2018

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6 Library Board President Regina Zwilling called the Board Retreat to order at 9:12 a.m. in the
7 YMCA Camp Orkila Alumni House. Also attending were Trustees Alexander Conrad, Martha
8 Fuller, Teresa Patrick, and Jens Kruse; and Library Director Phil Heikkinen.

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10 1. Welcome, Introductions, and agenda changes, if any

11 No agenda changes.

12 As an introductory exercise, each attendee shared a value that they felt they brought to the world;
13 and what soothes their spirit.

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15 2. Review of Strategic Directions and Core Service Values

16 After discussion, the Trustees agreed that the current statements were reflective of our current
17 community vision and needs, and the Library's service values; and agreed to revisit these
18 statements on an annual basis.

19 In implementing our plans and expressing our service values, the Trustees supported the
20 construction, when funding permits, of a protected walkway from the parking lot to the new
21 entrance; provision of one or more electric carts for handicapped users; and reminding people
22 about their ability to obtain materials through purchase or interlibrary loan requests.

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24 3. 2018 Priorities overall; and for building and grounds

25 The Board discussed Phil's draft list of priorities and added further details, per the attached
26 document, "2018 Library and Director Priorities, January 24, 2018."

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28 4. Lunch at noon (provided) 12:15 to 12:45 pm

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30 5. Program offerings in 2018

31 The Trustees discussed the 2018 list of programs being maintained and updated by the Resources
32 and Programs Committee. They agreed to invite additional ideas and offers from community
33 members, to obtain the list of potential presenters developed by Skagit Valley College via a survey
34 distributed in 2017, and to gather feedback and attendance figures; also, they offered program
35 ideas to add to the RPC program list.

36
37 6. Format and content of the monthly Director's Report

38 The Trustees and Phil discussed the report, and agreed to remove the separate Priorities and
39 Service Goals section (which was often redundant); to incorporate Collection Management into
40 Resources and Programs (making report sections reflect the Board committee chair assignments);
41 to continue trying to track online user sessions, including Wi-Fi; to stop tracking uptime stats
42 unless we have unusual events; and to track door counts for the main and south entrances
43 separately.

44
45 7. Trustee training topics

46 Attendees discussed the mandatory online Board training available via the Secretary of State's
47 website; ALA's United for Libraries resources; WebJunction, and the Washington State Library's
48 website, including the Trustee Wiki. Phil will share the links for people who had not previously
49 received them.

51 8. Other

52 None

53

54 9. Adjournment

55 There being no further business, the meeting was adjourned by the President at 2:10 p.m.

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57 Submitted by Phil Heikkinen.

58 Approved: _____