

1 ORCAS ISLAND LIBRARY DISTRICT



3 Regular Board Meeting

4 May 9, 2018

5 Library Board President Regina Zwilling convened the meeting at 9:38 a.m. in the  
6 Community Meeting Room of the Library. Also attending were Trustees Alexander  
7 Conrad (via telephone), and Martha Fuller, and; Library Director Phil Heikkinen; Staff  
8 Mary Pugh.

9 **WELCOME & INTRODUCTIONS** – President Regina thanked everyone for attending.

10 **ADDITIONS OR MODIFICATIONS TO THE AGENDA** – Regina tabled all agenda  
11 items except for Routine Matters.

12 **ROUTINE MATTERS**

13 Minutes: The Board reviewed the Minutes from the April 11 Regular Board  
14 Meeting. Martha made a **MOTION** to approve the Minutes; Alex seconded and the  
15 **MOTION** passed unanimously.

16 Vouchers and Payroll: Regina said she had reviewed the vouchers and payroll.

17 April 2018 Payroll	\$32,856.38
18 Invoice Accounting Report 4/3/2018 (GF)	\$5,533.96
19 Invoice Accounting Report 4/17/2018 (GF)	\$12,285.97
20 Invoice Accounting Report 4/5/2018 (BF)	\$1,443.99
21 Invoice Accounting Report 4/17/2018 (BF)	\$14,221.38

22 Regina made a **MOTION** to approve the April payroll in the amount of  
23 \$29,515.95. Martha seconded, and the **MOTION** passed unanimously.

24 Regina made a **MOTION** to approve the submitted 2018 General Fund vouchers  
25 totaling \$17,819.93; Martha seconded, and the **MOTION** passed unanimously.

26 Regina made a **MOTION** to approve the submitted 2018 Building fund vouchers  
27 totaling \$15,665.37; Martha seconded, and the **MOTION** passed unanimously.

28 **PUBLIC COMMENT** – None.

29 **PLANNING & PRIORITIES**

30 ➤ **Library Building Expansion Update**: Tabled

31 **NEW BUSINESS**

32 ➤ Relevant News and Issues: Tabled.

33 ➤ Director’s Report: Phil said he attended a meeting in Friday Harbor to discuss  
34 threat assessment with first responders, social services and other districts. The  
35 meeting concluded with all agencies agreeing to network with each other.

36 ➤ Friends of the Library: None.

37 **REPORTS FROM ACTIVE COMMITTEES**

38 Resources and Programs: Tabled.  
39

40 Community Relations: Tabled.

41 Facilities & Systems: Tabled.

42 Finance: Phil said he hopes to present the Board with a budget update at the  
43 June meeting that may include budget amendments for both funds.

44 Policy & Personnel: Tabled.

45 **PUBLIC COMMENT** – None.

46 **OTHER** – None.

47 **ADJOURNMENT** – There being no further business, the meeting was adjourned by the  
48 President at 10:00 a.m.

49 Submitted by Mary Pugh.

50 Approved \_\_\_\_\_