

Draft Minutes MarLA Board Meeting
12/19/2022
Marine Community Library
7:00 p.m.

Members Present: Deb Yanker Black, Mary Burke, Beth Honetschlager, Janice Hunton (Zoom), Anne Keogh (Zoom), Jim Maher, Elaine Larson, Laurie Schmidt (Zoom), Sophia Spisak

Members Absent: Lynn Bjorkman, Annie Minnich

Also Present: Juanita Ikuta Schodde (Zoom)

Welcome and Call to Order – Jim

Reading of Land Acknowledgement Statement – Jim

Agreement with the City – Jim

- Jim, Janice, and Beth met with City Council members Gwen Roden and Lon Pardun on Nov. 28 about the Memorandum of Understanding (MOU), which was set to expire on Dec. 31, 2022.
- Jim summarized the City’s proposal
 - Library to pay for electricity use in the library space of \$1400-1500 a year.
 - Library will not pay rent but will pay for use of the upstairs hall. \$250 per event was mentioned.
 - The MOU will continue in effect until April 2023 to allow the parties to work out a new agreement.
- Discussion by Board members
 - The Library provides a valuable service to the City. Most programs are free to participants. Programs bring people into downtown who then patronize businesses. The Library and its programs create community, cohesion, and a sense of belonging.
 - Paying for use of the hall would likely cause the Library to present fewer programs.
 - Other public libraries are tax-supported. In contrast, the Marine Library is staffed by volunteers and purchases books, supplies, and equipment from money raised by donations and grants (with some contribution from the Jordan Bequest and Washington County). The City provides only the space and utilities.
 - Other cities charge low or no fees for community or nonprofit use of city buildings and spaces.
 - Most other rental spaces in downtown Marine are used for commercial or personal purposes, which are not equivalent to the Library’s use.
 - The Library needs to plan for the future to replace AV equipment, chairs, and other items; possibly move to a new space; etc.
 - Library strategic planning is underway and could inform negotiations for a new MOU.

- Board members and other community members (informally contacted) feel strongly that the Library should not be expected to pay for use of the hall.
- Next steps
 - Subgroup of Jan, Beth, Jim, and Mary will keep working on this issue. Work will include gathering information about whether other libraries pay to use space, coming up with proposals and options, and communicating with council members.
 - Subgroup will meet with one or more council members; we don't know who the liaison will be starting in 2023. Bill Miller was the liaison previously; Wendy Ward is interested but has other responsibilities.

Planning Update – Laurie

- Laurie distributed “Developing our Strategic Plan, Proposed Final Steps,” and explained the proposed process.
- The goal of the final stage of work is to refine the mission statement and develop a compelling vision statement.
- A 3-step process was proposed
 - Review the SWOT report. Each Board member should review the SWOT report and submit three favorite vision elements to kristin@thecollabrium.com. A link to the SWOT report will be provided to Board members.
 - Board workshop. The Board will meet to discuss the preferred vision elements, brainstorm, and agree on priorities. Then a writing group of up to 3 Board members will draft statements for Board review and approval. Writing group volunteers are needed. Laurie is lining up workshop facilitators.
 - Board review. At a future meeting, the Board will review the vision statement, perhaps make refinements, and send the statement back to the writing group. Board will discuss how to use the strategic plan and assign a writing group to draft the plan.
- Board members agreed that the steps look doable.
- Details to be worked out: select and confirm facilitators (Laurie), confirm village hall availability for workshop (Jim), recruit volunteer writers, look into need for additional Board training.
- Laurie will work on an official notice to participants and Jim will send it out.
- Strategic Plan team members are Mary Burke, Laurie Schmidt, Juanita Ikuta Schodde, and Karen Poel.

Secretary’s Report – Jim

- Minutes of October 17, 2022 meeting were presented
- Motion to approve by Mary
- Seconded by Elaine
- Unanimously approved

Treasurer’s Update – Anne

- Current financial position
 - Good financial position
 - Anne will buy another I bond in January

- Budget vs actuals
 - Revenue over budget
 - Over \$18000 in donations received since fundraising letter went out
 - Expenses under budget
 - A few recent tech purchases, including camera and input box for zoom presentations
- Proposed 2023 budget
 - Anne communicated with committee members or used estimates
 - Budget will be acted on in February

Committee Reports

Operations - Mary

- New desktop and monitor were purchased.
- New laptop was purchased.
 - Mary is working on instructions for users; Deb will review.
 - It will sit on the desk in the back and will be secured with a cord.
- New printer was purchased; it is connected with the laptop only.
- Problems with the gray bins: the new Washington County Library driver is learning the ropes, but in the meantime, there have been some problems with missed deliveries, missing books, etc.
- Mary trained one new volunteer.

Adult Programming – Jim

- Patti Isaacs program on November 17: about 40 attendees; she sold some books.
- Upcoming events
 - Dennis Reynolds in January
 - Gail and Jim in February: bike trips in Europe
- Doc night
 - December 6 – 160 attendees!
 - No January doc night; probably in February
 - Oscar nominations in March

Art – Jim

- Photos by Hugh Heimdahl are up now
- Ginny Averill artwork next

Children’s Programming – Elaine

- Storytime continues on Thursday mornings
- Family fun nights upcoming in January, February, and March
- Saturday fun – coming in February
- Committee hasn’t met recently
- Jim mentioned that the school doesn’t have a library. How can we support the school?

Collections – Beth

- Committee met on October 29; lots of books chosen of which Kay will purchase many. Many already in the Library.
- Bill Simpson’s list is on the website and copies are available in the Library.

Communications – Elaine

- Request for reconsideration of library materials, including a link to the form, is on

the Library website now.

- Covid stuff has been removed from the website.
- Sue Knapp is creating a poster of the Land Acknowledgement Statement to post in the Library near the volunteer desk.
- Ashley Petrosky met with Loralee and Elaine about the Library's Instagram account. Loralee and Elaine are learning how to post.
- The Library purchased an ad in the program for the Annie play presented by the school; River Radio was given ad space.
- With more programs, posters are being placed in more places again.

Endowment – Jim

- Nothing to report

Fundraising – Jim

- Good results from the appeal letter
- John Gorka concert plans
 - Saturday March 11
 - We need some help with the sound system. John has specific requirements; we'll need to borrow equipment.
- Jim Dimmers painting was given to the Library to sell/auction. Mary has it in her house for now.

Land Acknowledgement – Jim

- Plan to get a speaker in next year in relation to.

Washington County update - Jim

- Jim talked to the county board recently. It went well.

Board membership update – Jim

- Elaine's term is up at the end of the year; she will continue for another 3 years.
- Annie's and Jan's terms are also probably up. Jim will contact them about continuing.
- Jim and Beth's terms are up at the end of the year, but they have served 2 terms, so cannot continue.
- Jim is inclined to stay as president into 2023. Board members agree.
 - Ongoing issues: MOU; getting the Jordan bequest into the endowment.
 - Once successor is chosen, Jim will work with that person during a transition time.
- Board is currently one member short.

Other Business

- Agreement to give a \$100 gift certificate to Anna's Bistro to Gwen Roden for her role as the Library's liaison to the city council.

Motion to adjourn – Mary

Seconded – Deb

Unanimously approved

**Next board meeting: Monday, February 20, 2023
Adjourn time: 8:55 pm**