

Mount Vernon Library Foundation Meeting Minutes

April 14, 2014 5:30 p.m.

Himalaya Property Management Offices
1003 Cleveland Avenue, Mt Vernon, WA

Board Members Present: Marija Anderson, Carmen Bruner, Scott Correa, Peter Goldfarb, Sara Patton, Kelly Reep, Chuck Smith, and Staff Liaison Brian Soneda

Board Members Absent: Angelica Guillen, Troy Kunz, Harold Page, Roger Ragusa

Guests: Jana Hanson, Nancy Talbot Doty

I. Call to Order: Vice-president Marija Anderson called the meeting to order at 5:30. She then welcomed our guests, Jana Hanson, Community & Economic Development Director for the City of Mount Vernon, and Nancy Doty, a member of the Library Foundation.

II. MINUTES: Peter made a motion to approve the minutes as submitted; Scott seconded and they were unanimously approved.

III. TREASURER'S REPORT: Chuck reported a balance of \$7,589.11 at the end of March. Dues, donations, and interest brought the income to \$190.64 and no expenses for the month. A check for \$347.84 to cover the cost of 1,000 new brochures has been written but not yet cleared. Chuck also reported that he had filed the IRS report for the year.

IV. MEMBERSHIP REPORT: Kathy was unable to attend so no report was given. Brian pointed out that when he and Kathy give presentations to various community groups, they distribute the brochures. Jana is also putting together talking points for all of us to use when advocating for a new library.

IV. LIBRARY DIRECTOR'S REPORT: Brian and Jana Hanson reported on the results of the Stakeholders meetings held by the consultants on Thursday, April 10th. The purpose of the three meetings was to get staff and public input regarding the need for a new library in Mount Vernon. The consultants are currently developing a survey to gather additional thoughts and ideas for a new library and will be holding more public meetings in July. They will make a final presentation to the City Council in the fall. With the Mayor and City Council on board, we hope to move forward and consider the possibility of a library bond after current bonds have expired. Other funding ideas were also discussed including grants and private fundraising.

A multitude of ideas were discussed at the Stakeholder meetings including the importance of program areas within the facility to meet the needs of various groups: teens, children, seniors, etc. Meeting rooms, a lecture hall, media, outdoor areas, etc. were also suggested. Peter pointed out that communities often turned to a public facility like the library in times of crisis or environmental disasters. The concept of the library as a community center--as a place for the community to come together--was frequently expressed.

Scott pointed out that not only current needs should be considered but also the possibility of future needs such as print on demand and other electronic and technological advances. He also suggested that the area libraries work together to develop specialized programming so as not to duplicate services. Peter noted that maintenance costs should also be considered in the design process.

Location was also discussed. Jana noted that two locations were currently being discussed: the city-owned property east of Hagen's (which is somewhat constrained by wetlands) and the area near the School District offices near the YMCA. Sara passed on another idea discussed at the stakeholders meeting, which was to utilize the current location and expand into the street and current parking lot to include ground level parking with library space above. Peter pointed out that not everything had to be in one location and that there could be a research or technology center and another facility to focus on other programs.

While the consultants are gathering ideas from the public for a new library, it was also suggested that

they share examples of what other libraries have considered or developed so that we may know the broad range of options and opportunities that are possible.

Both Brian and Jana pointed out that the Library Foundation will play an essential role in the process of getting public buy-in for a new library. The Foundation should be working as ambassadors for a new library, letting the public know what is at stake and how important it is to our community; that we actively advocate among our friends and associates for a new library.

All of the suggestion cards from the public meetings are currently being collated by library staff. Marija asked if we could get a copy of the final report.

VI. OLD BUSINESS:

A. Harold Page's Resignation as President: Marija reported that she had met with the City attorney to determine whether or not it would be a conflict of interest for a city employee to hold the office of president of the Library Foundation and he had no problem with it. Thus Marija as current vice-president will step into the recently vacated position of president. Chuck then nominated Peter as vice president; seconded by Sara. Peter agreed and the motion carried unanimously.

VII. NEW BUSINESS:

A. Board Basics: Sara presented the following six points for responsible Board Membership, as presented in the February workshop on Non-Profit Boards. That each Board member should:

1. Know your Mission Statement which should be appropriate & relevant. Always act in the public interest.
2. Act with Integrity: Business owners on board should derive no personal or commercial benefit through contracts or business with the Board. Board should have a Conflict of Interest Policy. (Individual can donate in-kind services.)
3. Act legally: know the law.
 - Example: Cannot vote by email
 - Get proper licenses for events: Gambling Commission regulates raffles, auctions; sales tax; liquor license, business license if selling things;
 - WACO- WA Attorneys for Charitable Organizations- Offers Pro-bono legal assistance. Non Profit Law Handbook on web.
4. Be accountable: Secure, use and protect Foundation assets to carry out the mission. (Especially when we start fundraising)
 - Establish gifting policies: i.e accepting art, property, etc. other than money.
 - Separation of duties: Treasurer not the only one to sign checks; have an independent bookkeeper, etc.
5. Be an active board member: prepare for meetings, be involved, be loyal
6. Donate money toward the mission commensurate with your commitment to the mission and your ability to give. In-kind donations (goods or services) are OK.

B. Signature Card: Chuck pointed out that with Harold's resignation, we needed to designate new people on the Skagit Bank signature card. Consensus was that Peter Goldfarb and Marija Anderson will be the new signatories, along with Chuck Smith, on the Library Foundation's Skagit Bank Checking Account #3337030024.

C. Foundation Participation in local events: Peter asked Brian about Board participation in various events. Brian encouraged Board members to become actively involved hosting the Library Booth at the Mt. Vernon Farmers' Markets starting in May. The booth is open between 9-2 and provides an excellent opportunity to advocate for a new library.

D. Library Survey to Hispanic Community: Board Member Angelica Guillen recently sent out a memo to other board members regarding ways to gather input and ideas on the new library from the Hispanic community. She volunteered to make presentations on Spanish language shows at KSVR and visit several labor camps with copies of the surveys in Spanish and hoped Myra Fernandez from the Library could help with the project. In the ensuing discussion, the majority supported the idea of the radio presentations but felt it would be better to get input from other Hispanic groups within the community who are actual stakeholders in the community, especially Hispanic businesses, grocery stores, churches, etc. Brian also pointed out that Carl Bruner, School Superintendent, mentioned that there were a number of high school students from various ethnic backgrounds and language skills, that could help get the word out. He also said that Myra would be an excellent person to advocate for the new library and would discuss ways for her to get involved.

This led to another idea of working with the Lincoln Theater to develop a movie trailer about the library and possibly putting library brochures in the Lincoln. Brian agreed to ask Roger Geitzen to contact Scott about this possibility.

VIII. Adjourn: There being no other business, the meeting was adjourned at 6:40 p.m. The next meeting will be held May 12th at 5:30 at the Himalaya Property Management, 1003 Cleveland Avenue, Mt. Vernon, WA.

Respectfully submitted,
Sara Patton, Secretary