



BOARD OF TRUSTEES MEETING
Aberdeen Timberland Library
415 Tumwater Blvd. SW
Tumwater, WA 98501
Wednesday, May 24, 2017
5:30 pm

MINUTES

BOARD MEMBERS PRESENT: Hal Blanton, Bob Hall, Stephen Hardy, Corby Varness, Joe Wheeler via telephone, Brian Zylstra

BOARD MEMBERS EXCUSED: None

STAFF PRESENT: Cheryl Heywood, Eric Lowell, Ryan Williams, Walter Bracy, Kendra Jones, Karen Kienenberger, Allison Grubbs, Josh Jordan, Jeff Kleingartner, Brenda Lane; recorder

President Stephen Hardy welcomed everyone to Aberdeen and called the Regular Board meeting to order at 5:30 pm.

AGENDA ITEMS

1. Brian Zylstra led the pledge of allegiance.
2. Welcome and self-introductions.
3. Approval of Agenda.

17-27 – HAL BLANTON MADE A MOTION TO ACCEPT THE AGENDA AS PRESENTED. CORBY VARNESSE SECONDED. MOTION PASSED UNANIMOUSLY.

4. Correspondence – None
5. Public Comments – None

6. Board Comments – Trustee Wheeler asked if the Board was going to discuss the email from the patron who had concerns of the height of the bathroom stalls at the Olympia Library. President Hardy replied that there is no plan for discussion at this time. Trustee Hall stated that he continues to be impressed by the department reports. President Hardy agreed, stating that they keep getting better and better. He appreciates the reports as they help the Board better understand what is going on in the district. Trustee Blanton shared that he is happy to be in Aberdeen.

7. Director's Report - Cheryl Heywood
 - a. Cheryl introduced Kendra Jones, District Manager, Youth and Family Services who highlighted the Summer Reading Program. Kendra shared that SRP starts June 1 and runs to August 31. She noted that SRP starts before kids get out of school this year and 400 minutes of reading is required to earn prizes. She shared that all ages are welcome to participate and sign-ups can be done online this year.
 - b. Cheryl highlighted the following items in her report:
 - Shared that there was a fantastic article in ThustonTalk on Olympia Adult Services Librarian, Allie Mackey's Zine Club.
 - Provided an update that the Collection Services Manager position is open until filled and the second round of interviews will be May 30.
 - Reported that Interim Collection Services Manager, Kim Storbeck wrote a great article, "Learning to Love Romance," that appeared in a recent Library Journal issue.
 - Provided an update on the MyTRL e-cards pilot program with ESD 113.
 - Attended the grand-re-opening of the Hoodspoint Library. She noted that the library looks great and thanked both library and facilities staff for their work on the project. She also reported that there was a tribute to Gordon Earsley and the plaque for the bench has been ordered to honor his services to TRL.
 - Reported that Eric and his staff have been training staff in all the libraries on new cash management procedures and they only have three more libraries to go. She thanked Aberdeen staff, as well as Tom Dillon, Olympia, and Stephanie Reece, Shelton, as they have been instrumental in implementation. Thank you!

- Noted that she is on vacation June 9 and 12.

c. Department Reports

8. Financial and Voucher Report – Eric presented the financial report and expense and payroll vouchers for review and approval.
9. Consent Agenda - Motion for approval.

17-28 – JOE WHEELER MADE A MOTION TO APPROVE THE CONSENT AGENDA WHICH INCLUDES MINUTES OF THE APRIL 26, 2017 BOARD MEETING; MAY SURPLUS LIST; PAYROLL VOUCHERS #59061 THROUGH #59076 IN THE AMOUNT OF \$406,193.82 AND DIRECT DEPOSIT ACH IN THE AMOUNT OF \$685,381.24 AND 941 DEPOSIT ACH IN THE AMOUNT OF \$240,893.66 FOR A GRAND TOTAL OF \$1,332,468.72; EXPENSE VOUCHERS #28385 THROUGH #28692 IN THE AMOUNT OF \$506,786.86. BRIAN ZYLSTRA SECONDED. MOTION PASSED UNANIMOUSLY.

10. Unfinished Business – None
11. New Business - None
12. Committee Reports –
 - a. Policy Committee – Hal Blanton

Hal shared that the Sponsorship and Partnerships policy have been separated into two policies for clarity and are very straight-forward. He asked for discussion and there was none.

i. Sponsorship Policy

17 – 29 – BOB HALL MADE A MOTION APPROVE THE SPONSORSHIP POLICY AS PRESENTED. CORBY VARNESSE SECONDED. MOTION APPROVED UNANIMOUSLY.

ii. Partnership Policy

17-30 – BOB HALL MADE A MOTION TO APPROVE THE PARTNERSHIP POLICY AS PRESENTED. BRIAN ZYLSTRA SECONDED. MOTION APPROVED UNANIMOUSLY.

13. Final Board Comments – Trustee Varness shared that she is excited to see the space planning for Aberdeen that staff is working on. Cheryl noted that the RFP will also include Olympia and Lacey and will go out before the next Board meeting. Trustee Zylstra reported that this is his first time at the Aberdeen Library and he likes the layout, and the magazine area is great. Trustee Hall shared that he continues to be amazed with our databases as he uses them often when teaching, especially Mango, which is for foreign language learners. Trustee Wheeler stated that he loves the Aberdeen Library. President Hardy shared he had a great time joining in the celebration of the Hoodspout Library re-opening. The new wall colors are fantastic and he encourages everyone to visit when they are in the area.

14. Future Agenda Items – None.

15. Executive Session – At 6:15 p.m., President Hardy called for Executive Session pursuant to RCW 42.30.110(i) to discuss potential litigation with legal counsel for approximately 20 minutes.

At 6:36 p.m., President Hardy called the meeting back to order.

16. Adjournment – At 6:37 p.m., with no further business, President Hardy adjourned the meeting.


Stephen Hardy, President


Cheryl Heywood, Secretary