



BOARD OF TRUSTEES MEETING
Tumwater Timberland Library
7023 New Market Street
Tumwater, WA 98501
Wednesday, June 21, 2017
5:30 pm

MINUTES

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

BOARD MEMBERS EXCUSED: None

STAFF PRESENT: Cheryl Heywood, Eric Lowell, Jeff Kleingartner, Kristine Tardiff, Carissa Sullivan, Morgan Sohl, Kim Storbeck, Nicole Thode, Bernard Weathersbee, Brenda Lane; recorder

President Stephen Hardy welcomed everyone to Tumwater 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.

17-31 – HAL BLANTON MADE A MOTION TO ACCEPT THE AGENDA AS PRESENTED. BOB HALL SECONDED. MOTION PASSED UNANIMOUSLY.

4. Correspondence – Cheryl shared that she forwarded information to the Board regarding an email received from a patron regarding the process for

children volunteering. She reported that she addressed the concerns and shared feedback with staff. She also noted TRL legal counsel sent a letter to the City of Tenino requesting to meet with the City's attorney to discuss the annexation agreement and the City's role and responsibilities for the Tenino Library.

5. Public Comments – None
6. Board Comments – Trustee Hall mentioned a service story where the library patron has visiting all 27 libraries on their bucket list. Trustee Wheeler noted that he had a chance to see the Amanda Park remodel and it is beautiful. A job well done.
7. Focus on the Thurston County Libraries – Trustee Varness shared that she loved seeing all the programs that are happening – great stuff going on in the libraries!
8. Director's Report - Cheryl Heywood
 - a. Cheryl highlighted the following items in her report:
 - Congratulated Dee Depoe, Shelton Adult Services Librarian who has accepted the position of the Elma Library Manager, beginning July 1.
 - Cheryl and Kendra Jones were interviewed on Mixx 96 and talked about the Summer Reading Program. Interview will air July 2, 9:00 a.m.
 - Reported that TRL has been asked to join SWEL – the South West Early Learning Coalition.
 - Reported that the RFP for the TRL website re-design is posted at trl.org.
 - Signed a letter of support for TOGETHER! Community Investment Partnership Grant through Thurston County for the City of Lacey's Lemonade Youth Business initiative along with the Lacey Chamber of Commerce.
 - Noted that she is on vacation July 3-8.
 - b. Department Reports – The Board noted the RFP for the website re-design and that they are glad that staff understands the needs of TRL so well. There were also some questions on the site visit to Ft. Vancouver Library and what they have to offer. Kristine reported that they have many offerings for alternative services that we wanted to see how they are working. She said FVL is dealing with

how popular these alternative services are and weren't ready for how popular they have become.

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

17-32 – BRIAN ZYLSTRA MADE A MOTION TO APPROVE THE CONSENT AGENDA WHICH INCLUDES MINUTES OF THE MAY 26, 2017 BOARD MEETING; JUNE SURPLUS LIST; PAYROLL VOUCHERS #59077 THROUGH #59093 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 #286935 THROUGH #28931 IN THE AMOUNT OF \$449,053.99. JOE WHEELER SECONDED. MOTION PASSED UNANIMOUSLY.

11. Unfinished Business - Stephen Hardy

- a. Approval for the Library Director to negotiate an agreement with Pac. Mtn. to apply for certification.

17-33 – CORBY VARNESSE MOVED TO APPROVE THE LIBRARY DIRECTOR AUTHORITY TO NEGOTIATE AN AGREEMENT WITH PAC. MTN. TO APPLY FOR CERTIFICATION. JOE WHEELER SECONDED. MOTION APPROVED UNANIMOUSLY.

12. New Business - None

12. Committee Reports –

- a. Budget Committee – Stephen Hardy reported that the Budget Committee met and received information on where we are with the current budget as we are at the mid-point of the year. He asked that the report be emailed to all the Board to review.

13. Final Board Comments – Trustee Varness shared that she loves the Tumwater library. It is so welcoming and comfortable feeling. Trustee Blanton noted that he lives by the Packwood library and leaves for work around 5:30 – 6:00 a.m. and sees people already in the parking lot using the Wi-Fi. He shared that they are using it when we are not open and it is nice to have it available. President Hardy

shared Trustee Blanton's appreciation for the Wi-Fi and services the Library provides. He commended TRL leadership as they put service to our patrons as a high priority and makes it a great place to live.

14. Future Agenda Items

- a. Staff Survey discussion

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 6:35 p.m., President Hardy called the meeting back to order.

16. Adjournment – At 6:36 p.m., with no further business, President Hardy adjourned the meeting.


Stephen Hardy, President


Cheryl Heywood, Secretary