



BOARD OF TRUSTEES MEETING  
Administrative Service Center  
415 Tumwater Blvd. SW.  
Tumwater, WA 98501  
Wednesday, March 13, 2019  
5:30 pm

MINUTES

BOARD MEMBERS PRESENT: Hal Blanton, Bob Hall, Brenda Hirschi, Jenna Noll – via telephone, Corby Varness, Joe Wheeler, and Brian Zylstra – via telephone

BOARD MEMBERS EXCUSED: All present

STAFF PRESENT: Cheryl Heywood, Allison Grubbs, LG Nelson, Jeff Kleingartner, Andrea Heisel, Brenda Lane; recorder

President Wheeler welcomed everyone to Tumwater and called the Regular Board meeting to order at 5:30 pm.

AGENDA ITEMS

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

19-11 – BOB HALL MADE A MOTION TO AMEND THE AGENDA AND ADD–BOARD COMMENTS TO THE AGENDA AFTER PUBLIC COMMENTS. HAL BLANTON SECONDED. MOTION APPROVED.

4. Correspondence – None.
5. Public Comments – None.

6. Board Comments – Trustee Varness shared some recent programs she attended and highlighted others that sound fun to attend. She is also excited about the pop-up libraries that are happening around the district. Trustee Hall mentioned that he visited the Shoalwater Kiosk and had a nice visit with Linda Rose who gave him a tour of the museum and library. Trustee Zylstra noted that he talked with Edna Fund and he would like to talk about resuming a Foundation.

7. New Business

a. Budget Committee Report

- i. Trustee Hall shared that the committee reviewed three options from Eric regarding the Fund Balance Management policy and agreed that the 30% option is what they would recommend to the Policy Committee. He noted that they reviewed the number and he gave us options and TRL would be well covered if we went with 30% as the bulk of the property sales arrive in April and we only need to get through the first four months of the year before receiving our property tax funds. Trustee Hirschi asked when it would take effect and Eric stated in January 2020. Eric stated that this would be more in line with what other organizations do and it would give us money to do things for that one year. It would give us options. Eric did stress that this is not for long-term impact items such as wages. Trustee Hirschi stressed that this money would be a one-time shot, and we might need to write it into the policy. The recommendation will go to the May 7 Policy Committee for review.


Trustee Hall also noted that the committee received a lengthy presentation and information regarding the Foundation which will be talked about later on the agenda.


- b. Mountain View Lease Renewal Update – Cheryl shared that the owner of the property has asked TRL to consider a 3-year lease. She noted that LG is currently working with the owner on some ADA repairs that need to be done. Cheryl has also talked with legal counsel regarding a contingency lease agreement noting that the current lease agreement goes until October 2019 and we have some time. After a brief discussion, it was

decided that the item needs to go to the next Facilities Committee meeting who will report back to the board with a recommendation.

c. Foundation – Information was presented by Brenda Lane and Eric Lowell regarding re-establishing a Foundation. After review, there was a lengthy discussion about the costs including staffing needs, legal requirements, software, and the structure and framework that would need to be in place to move forward. They shared that they had visited Ft. Vancouver Library system and their staff shared that they had received a donation of \$1 million dollars that started their Foundation and they have 3 salaried support staff including an Executive Director. After a lengthy discussion, it was the consensus of the trustees that TRL does not have the ability at this time to move forward with a Foundation. Trustee Noll mentioned the donate button on the website and Cheryl stated that people can donate to TRL but it is not tax-deductible. She noted that many of the Friends of the Library groups have 501 c3 tax-exempt status and if a donor wanted a tax deduction that is always an option. Cheryl also referenced the February 22, 2012 board minutes that were voted on by the board to terminate the agreement with the Foundation due to an audit finding. She shared the management letter received from the Auditor with the board. Trustee Hall stated that he was on the Board in 2012 as was Edna Fund.

8. Adjournment – With no further business, at 6:29 p.m., President Wheeler adjourned the meeting.

  
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President, Board of Trustees

  
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Cheryl Heywood, Secretary