

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
1006 Sleater-Kinney S. E.  
Lacey, WASHINGTON

January 17, 1974

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TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
1006 Sleater-Kinney S.E.  
Lacey, Washington

January 17, 1974

BOARD OF TRUSTEE MEMBERS PRESENT:

Rita McArthur, Chairman--Mason County  
Dr. Wm. Lawrence, Vice-Chairman--Lewis County  
Raeburn Hagen, Trustee--Grays Harbor County  
Robert Baker, Trustee--Lewis County  
Elmer Keiski, Jr., Trustee--Thurston County  
Ruth Schmidt, Trustee--Thurston County

BOARD OF TRUSTEE MEMBERS ABSENT:

Donald Cox, Trustee--Pacific County

STAFF PRESENT:

Louise E. Morrison, Director  
Virginia Barton, Assistant Director, Western Area  
Mary Stough, Assistant Director, Eastern Area  
Joy W. Ayres, Business Manager  
Christine Bradley, Olympia Children's Librarian  
Barbara Bruhns, Central Services Supervisor  
Margaret Coppinger, Olympia Librarian  
Yvonne Seidler, Chief Reference Librarian  
Michael J. Sheafe, Community Relations Officer  
Robert Zimmerman, Chehalis Librarian  
Stella Steuby, Public Relations Assistant  
Sharon Boring, Board Recording Secretary

OTHERS PRESENT:

Mrs. Erma Norton, Olympia Library Board

The meeting was called to order at 7:35 p.m. by Chairman, Mrs. McArthur.

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1. Approval of minutes of December 20, 1973 meeting

Mr. Ayres said that at the December 20 meeting he made the comment that Warrant No. 3870 was for the audio-visual equipment authorized at the November Board meeting. The statement should have been that the warrant was for the purchase of microfilm. He said this statement appears on page 2, agenda item #3 of the minutes, and the first sentence of that item should be deleted.

Since there were no further corrections, THE MINUTES STOOD APPROVED AS CORRECTED.

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2 Approval of Vouchers

There was some discussion regarding the minimum amount for warrants issued to staff members as reimbursement for use of personal vehicles. Mr. Ayres said that he and the director had agreed that this minimum should be set no higher than \$5.00 in order to avoid hardship to employees in the lower paid salary ranges.

Following discussion, DR. LAWRENCE MOVED THAT THE BOARD ACCEPT THE DECEMBER FINAL VOUCHERS. SECONDED BY MR. BAKER AND PASSED UNANIMOUSLY.

Mrs. Morrison asked Mr. Ayres to provide the Board with a listing of payroll and payroll-related amounts for December, which was not in the Board folders.

DR. LAWRENCE MOVED THAT THE BOARD APPROVE THE JANUARY VOUCHERS. SECONDED BY MRS. SCHMIDT AND PASSED UNANIMOUSLY.

At this time Mrs. Erma Norton of the Olympia Library Board was introduced and welcomed to the Regional Board meeting.

3 Reports

A. Board

1) Union Negotiation Team--Mr. Keiski

Mr. Keiski said that he had been advised that the union had accepted the Board's proposal of four percent across-the-board salary increase with increment steps paid as they fall due. A study committee is to be set up to assess the cost of partial payment for accumulated sick leave at regular termination.

Mr. Keiski said that personally he was neither pleased nor enthused about the four percent increase. He said he was glad staff will not be cut, but from a fiscal standpoint, Timberland will barely make it. He wished it could have been more but the money is not there and Timberland is lucky to meet commitments made in the past and maintain staff levels.

Mr. Keiski said his recommendation was that the Board concur with Local 2053 and send a letter affirming the Board's agreement. He read the letter from Reggie Berg, staff representative, A.F.S.C.M.E. and said a motion to approve would be made later in the meeting.

2) Raymond Board Meeting (January 3, 1974)--Mrs. Hagen

Mrs. Hagen said she had attended the Raymond Board meeting along with Della Wakefield, Mrs. Morrison, and Mrs. Barton. Mrs. Hagen said she had had the feeling at the meeting that the local trustees did not really recognize what their responsibilities were. She said there are three new board members. Mrs. Hagen said it was a productive meeting because Raymond members were able

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to express their concerns and the Timberland people were able to express their concerns. Mrs. Hagen said that she found it extremely interesting that the Raymond Board obviously felt that Timberland trustees were salaried. She said there appeared to be a change in some of the board members feelings when they learned Timberland trustees were unpaid lay people who were trying to do the best they could with public monies. Mrs. Hagen said she felt hopeful and delighted with this opportunity to talk with Raymond board members. Mrs. Wakefield had the opportunity to discuss the possibility of trustee workshops.

Dr. Lawrence asked about having a board meeting in Raymond in the near future as a follow up so they can see how the regional board operates. Mrs. Hagen said this would be very good. She said she wished Timberland had had the opportunity to be down there and meet with the Raymond board first. She said it is the responsibility of the local board to be aware of the objectives of the district and recognize their own responsibilities. Mrs. Hagen also said she feels that Timberland as a Board should not have had to be involved in a local discussion. Dr. Lawrence asked if it might be wise to have the next board meeting in Raymond. Mr. Keiski agreed. Mrs. Hagen said she will not be able to attend the February meeting so the Board decided to take action on the suggestion later in the meeting.

Mrs. Schmidt asked if Board Members could have a list of local board members and be kept up to date on any changes. Mrs. Morrison replied that these lists were in the board folders several months ago.

Mrs. McArthur commented that the Board needs to watch more carefully about making recommendations as individuals and letting it go without Board action. Mrs. Morrison said it is reassuring to the staff as well because if there is Board action the staff does whatever is decided upon and there are no doubts about the intent of the Board.

Mrs. McArthur said that she has been asked several times by Board Members to have the agenda sent out before the meeting. She asked that a motion to that effect be made later in the evening.

B. Staff

1) Director--Mrs. Morrison

Mrs. Morrison said the statistics for 1973 are not all complete but called the Board's attention to several: Circulation for 1973 broke all previous records with a total of 1,550,327 [corrected] items circulated. In its five years, Timberland has circulated 7,343,120 [corrected] items. The film audiences within the district also broke all previous records in 1973. The previous high was in 1972 with 281,000 people. Reference questions also broke all previous records in 1973 with 65,898 questions. There were no records of reference questions asked in 1969 so there is only a four-year total. For the five year period it would be over 250,000 because in four years it totaled 223,837. A reference question is any question that involves the use of any sort of library material.

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The director said she thought that the Board Members would be interested in having a staff reaction to the Raymond Board meeting. She said Ms. Hagen did a beautiful low-key job of discussing problems with the Raymond Board. She said Bertha Hager's retirement party will be on Friday afternoon, February 1 at the Raymond Library. Invitations have been printed for the Raymond board to mail.

Mrs. Morrison said she met with a group of Evergreen College students on the 8th regarding grant questionnaire planning.

Mrs. Morrison said the Board is already aware that what they have on the five year achievement list is in chronological order. She said the staff is putting it in five-year divisions by subjects. The divisions so far are, Board, Services, Materials, Staff, Equipment, Facilities, Statistics, and Plans. Dr. Lawrence suggested Special Events and Library Openings.

Mrs. Morrison said she was eager to report to the Board on the National Commission on Libraries and Information Science conference in Seattle. She was sorry no Board Members could attend. She said there was a good summary by Joe Becker, who was the principal author of the draft of the "national program". She said one of the things that had not been down in the "white paper" itself regarding the national program was a summary of the charge which Congress gave the Commission when it was created and that was to develop an effective plan for library and information service. This includes: (1) Thinking of citizen needs; (2) probing adequacies and deficiencies; (3) anticipating technology; (4) determining the federal role; and (5) recommending a national program.

She said Mr. Becker was very careful to differentiate between the "federal role" and the "national program". The national program is not necessarily controlled by the government. The federal role is principally in funding and setting up standards for transmission of information and the manner by which this is to be done and funded. Dr. Lawrence said apparently the Seattle Post Intelligencer did not make that distinction. Article by Solveig Torvik, January 6.

Mrs. Morrison said the Commission outlined the program objectives which are contained in "A New National Program of Library and Information Service": (1) Plan information as a national resource; (2) equalize citizen access to knowledge resources; (3) create a national information system; (4) devise mutually reinforcing funding formulas; (5) promote a national program; and (6) propose legislation to implement the national program.

Mrs. Morrison said a number of Timberland staff members were present and all were impressed. The meeting ended with the feeling "let's go forward with this". She said she feels very strongly that this is the only way that there can ever be really adequate information service. This is a further step forward from what has been planned in Washington State all these years. It is a way to "tie together" so there will be necessary standards set.

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Mr. Baker asked for a verbatim report of Mrs. Morrison's comments on the meeting for the Board members as it was well presented. He said he would like to review some of the things.

Mrs. Barton, Mrs. Stough and Mr. Sheafe gave their comments on the meeting. Mrs. Stough said that Mr. Becker's slide presentation was very good, and she will check about borrowing the presentation to show to the Board.

Mrs. McArthur said she hoped Timberland would take the leadership in endorsing this concept. Mrs. McArthur said that she would entertain a motion to the effect that Timberland endorses it to the National Commission and Washington State Library Commission. She said the concept really is an enlargement of the network program in Washington.

DR. LAWRENCE MOVED THAT THE BOARD GO ON RECORD ENDORSING THE CONCEPT AND PICK UP THE RESPONSIBILITY AND CHALLENGE OF EXPLAINING THIS SYSTEM TO THE PATRONS OF THE DISTRICT. SECONDED BY MRS. HAGEN AND PASSED UNANIMOUSLY.

Dr. Lawrence suggested that the news releases make the point that this is an information retrieval system that ties things together and that there will be local autonomy and boards that will administer programs and dollars; this is not a move toward a grasp of the nation's mind through mechanism. Mrs. Hagen said it would be wise to reiterate that Timberland has already gone on record in support of the Library Bill of Rights, the Freedom to Read Statement and the concept of a state-wide system. Mrs. McArthur said the Board could do this in the form of a resolution and can be very careful how it is worded. Mrs. Morrison is to have a resolution ready for the February meeting.

The director said that a formal summary of the conference will be coming out and Ms. Blumberg was chosen to be one of the summarizers for the conference.

Mrs. Morrison said there will be a workshop for library administrators at Lake Wilderness on February 5, 6 and 7. She said she would like to go even at her own expense if necessary. Vern Buck from the Graduate School of Business Administration at the University of Washington will be conducting the workshop. It will deal with administration stance in times of static budget or no increase, how you get input from the community and staff, how you get people to express their feelings. Dr. Lawrence said that he thinks it is wise for Mrs. Morrison to go but urged her to select one or two staff to attend also. Mrs. Morrison said it is open only to directors but said that she would check on the possibility of others going.

The Board took a five minute recess.

2) Assistant Director, Western area--Mrs. Barton

Mrs. Barton submitted a written report summarizing what has been going on in the western area libraries.

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Mrs. Barton asked the Board to approve a new "Certificate of Appreciation" which would be signed by the Board Chairman and presented to people who have done something unusual to help their libraries locally. She recommended the following immediate recipients for this certificate: Mrs. Winifred Doyer, who is the secretary of the Friends of the Peninsula Libraries and was largely responsible for getting the new Ocean Park Library set up; Mr. Dan Fellows, the gentleman who has been taking books out to the Coast Guard Station at Cape Disappointment; and Mr. and Mrs. Harley Gibson, who are retired people who have been extremely anxious to get something done. Mrs. Barton said that they almost singlehandedly telephoned, obtained the information, and did the work to set up the files on organizations and people with talents they are willing to use for programs. Now they are working on an exhibits file.

Mrs. Barton said she learned earlier in the week that the Raymond City Commission had contacted various cities and towns in the district asking for each city's opinion about duties of local library boards so that they could write a city ordinance listing the duties of their local library board. Apparently the gentlemen met and wrote such an ordinance. Mrs. Barton said that she would like some clarification of two things which apparently have been included in the draft of the ordinance. She read the newspaper article about the ordinance. She said the district would be well advised to ask for clarification of "non-resident" and let the Raymond City Commission know that it is the duty of the Timberland Board of Trustees to ask for a fee from non-residents of the district. She said that according to the newspaper the ordinance included a penalty or fine not to exceed \$100 for anyone who "wilfully retains any book or other library material belonging to the library more than 30 days after notification is given in writing". She said that some clarification of joint ownership of the collection by all residents in the district perhaps might be in order.

Dr. Lawrence suggested requesting the Raymond Library Board to do some inquiring about the ordinance. Mrs. Hagen said comment to the city commission should come from the Raymond Board and that Herb Wieland, Raymond City Attorney, would be knowledgeable about this. Mrs. Hagen said most of the things in the ordinance are defined by law. Mrs. Morrison said it is her understanding the Raymond Library Board members were not contacted about this. After much discussion on this, Mr. Baker asked the Director to contact Mr. Wieland to find out what the situation is.

Mrs. Morrison read a letter from Linda Hansford, Montesano Librarian, regarding memorial accounts and whether they are legal. Mrs. Hansford was concerned whether the interest and income from the gifts must be reported to the Internal Revenue Service; she said the question seems to be to what "mother" organization is the library board of trustees legally related-- the city or the regional board. Also is the library board of trustees a legal entity able to conduct financial business and have its own checking account or should the gift monies go through the treasury of the "mother" organization? The letter asked for any help Timberland could give the Montesano board in solving this problem. Mrs. Morrison said that she had

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written to the Attorney General and she read his reply. The Attorney General said it would not be possible for his office to provide an opinion because Timberland is not part of state government. He suggested Timberland talk with its own attorney. Mrs. Morrison said she thinks it will be necessary to have one.

The Board asked what this letter had to do with Raymond. Mrs. Morrison said it has to do with the relationships of the local boards to the regional board. She said perhaps the relationship needs to be clarified within the contract. Mrs. McArthur asked the director to get in contact with Mrs. Jane Dowdle Smith for assistance.

Dr. Lawrence said this brought up a question his insurance agent had asked him about being bonded since he was in a public office. He asked whether the Board Members should be bonded for liability. Mr. Keiski said school board members are not bonded. Mrs. McArthur said she recalled some action so board members are no longer liable. Dr. Lawrence asked the Director to have this reviewed by Mrs. Smith. Mrs. McArthur said this could be taken care of under New Business.

Dr. Lawrence said he would like the Board's permission to take the data about the physical facilities and the information handed out in the study session to talk to Mr. Andrews about modular buildings. He said he would like to have Mr. Andrews accompany Mrs. Stough to Belfair to look at the site and listen to the community concerns. Mrs. McArthur said a motion could be made on this under New Business.

3) Assistant Director, Eastern Area--Mrs. Stough

Mrs. Stough submitted a written report and reviewed with the Board some of the information she wrote about present physical facilities.

Mrs. Stough said she had requested, and the Director had agreed, to allow her to go on half salary for two months to take care of a personal problem. Mrs. Morrison said staff will be making some of the same arrangements in carrying the work load as they did when Mrs. Barton was off.

4) Central Services--Mrs. Bruhns

Mrs. Bruhns submitted a written report. She said the requests had been very high this month. She said Timberland had 60,001 requests in 1973 as compared with 50,901 requests in 1972.

Dr. Lawrence asked if Timberland gets many genealogical reference questions. Mrs. Bruhns said they get quite a few and refer them on as much as possible to Seattle Public Library as that is the headquarters for Washington and the entire Pacific Northwest for genealogy. She said most of Timberland's specialized materials on this subject had been sent to Seattle long ago.



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Dr. Lawrence asked about the number of requests on the WATS line. Mrs. Bruhns said it is "booming", and Alma Greenwood reported to her that they are practically overworked on it. Mrs. Coppinger said the number of requests fluctuated. She said right after the holidays an average day included 12 student calls and four adult calls. She said the calls may be for a list of magazine articles which takes quite a bit of time to transcribe. It is time consuming when the reference librarian is involved in it. Dr. Lawrence asked about looking into a recording device where the calls are recorded. Mrs. Morrison said it was a good idea except that the two-way conversation is needed.

Dr. Lawrence asked if the "right kinds" of requests are coming in terms of the service Timberland intended to dispense by the WATS line. Mrs. Coppinger said nine out of ten requests are for specific titles. She said they keep track of every call with name, address, telephone number, what requested, and how filled. She said many people are repeaters.

Mrs. McArthur then asked for a report from Mrs. Coppinger. Mrs. Coppinger said she heard Olympia had two new library board members to fill the vacancies. The people are Bill Sherman, a former educator, and Betty Whitman, wife of the owner of Radio Station KITN. She said the Community Concerns Committee had met twice and was organizing committees. Joel Gould is chairman. Mrs. Coppinger said the college grant survey sheet will go to press next Friday.

5) Business Manager--Mr. Ayres

Dr. Lawrence suggested that the Board dispense with the routine business report since it is just the start of a new year. Mr. Keiski asked Mr. Ayres to put on paper and mail to the Board Members a graph similar to the tracking charts so Board Members can study the year-end tracking accounts. He said this would give the Board Members time to prepare for the next board meeting.

6) Extension Services--Ms. Blumberg

Ms. Blumberg submitted a written report. She was attending a workshop so was absent from the meeting.

4 Communications

A. Letter from the Mayor of Raymond re contract

Mrs. Morrison read a letter from Mayor Marshall Briggs dated January 2, 1974. It was written in response to the Board's request for a new library agreement and also with respect to the proposed attached library agreement which was prepared by the City of Raymond. The mayor said they felt the agreement was similar to the prior agreement except for paragraph 6. The mayor said Raymond accepts the Board's offer in regard to reimbursement to the city for the roof prepared for the protection of the bookmobile. The exact amount of the roof was \$1,159.03. The mayor said it is not their desire or intention that the bookmobile be removed from Raymond. Mrs. Morrison said paragraph 6 said this is a three-year agreement from which either

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party can get out at the end of one year. Mr. Baker said this then becomes an ineffective contract.

Mrs. Morrison said her recommendation regarding the Raymond contract would be that the Board table it temporarily until some clarifications can be made in contract. She said Mrs. Smith has said on several occasions that the standard contract needs to be rewritten and Mrs. Morrison said perhaps now is the time to clarify the relationships between the local boards and the regional board.

MR. KEISKI MOVED THAT THE BOARD TABLE THE CONTRACT PENDING A LEGAL REVIEW AND FUTURE NEGOTIATIONS BY TIMBERLAND. SECONDED BY DR. LAWRENCE. Mr. Baker said he agreed with the action except it makes us wait another month until starting on any action to correct the inadequate agreement. Mr. Baker said in the meantime Timberland should work towards a proper agreement. Mrs. Morrison said tabling the motion does not mean it cannot be worked on. THE MOTION WAS PASSED UNANIMOUSLY.

Mr. Baker suggested that the Director continue to work with Raymond toward resolving the agreement. Mr. Keiski said he thinks Timberland will have to send a trustee and the Director to Raymond to continue to negotiate. Mrs. Hagen said Timberland also needs to talk to the Raymond Library Board. Mrs. Morrison said she would talk with Dr. Peter Johnson, Raymond Board Chairman.

While on the Raymond issue, Mrs. Hagen asked to bring up several points. She said there are not too many things in the newspaper article about the ordinance at Raymond which are of concern. Dr. Lawrence suggested getting together with Mr. Cox, Mrs. Hagen, and a couple of other Board Trustees, going down to Raymond to have a session with the Raymond Library Board, and giving them a mission to carry out.

Mrs. Hagen asked if the staff could send a packet of materials with a letter from Mrs. McArthur welcoming new local board members. In the letter they should be invited to attend the Timberland Regional Board meetings.

Mr. Keiski said perhaps a bulletin should go to the local trustees on a regular basis keeping them up to date on what is going on. Mrs. Morrison said the Official Bulletin is sent to the local librarians and the local librarians are to keep the boards informed of things of interest. Mrs. Coppinger said that administrative personnel should sort out three key items that should go to every local board member and put together a sample portfolio for the Board's approval. After much discussion, Mrs. McArthur said the Board should follow through on Mr. Keiski's suggestion for a monthly bulletin. Dr. Lawrence also felt Timberland should get this kind of thing going. Mrs. Steuby, Acting Community Relations Officer, was given the job to develop a format and sample to bring to the Board.

Mrs. McArthur called on Mrs. Stella Steuby for a report. Mrs. Steuby said she had been asked by the Director and a Board Member to pass around some of the publicity and she did this at the meeting. She said a member of the Board suggested that she write an article about the 5th anniversary of Timberland, and she gave each Board Member a copy of the rough draft of

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the article. She said she is working on area-wide local radio programs which might include interviews with local persons or guest artists, etc. She said Bob Zimmerman, Chehalis librarian, will be in full charge of this program on KELA. She mentioned some of the other programs planned.

Mrs. McArthur called on Bob Zimmerman for a report. He said they have grandiose plans but as a beginning he has signed up for another course on radio-TV production at Centralia College. He said he has taken two courses and is now eligible for an advanced course. He said he is working with a man on the public relations staff at Centralia College who communicates well with people in the country. Mr. Zimmerman said he hopes they are going to get together and talk to people in the rural areas about libraries.

5 Unfinished Business

A. Raymond Contract

This was taken care of under Communications.

B. Union Contract

MR. KEISKI MOVED THAT THE TIMBERLAND REGIONAL LIBRARY TRUSTEES GRANT A 4% SALARY INCREASE FOR 1974, THAT ALL ELIGIBLE INCREMENT STEPS ON PRESENT SALARY SCHEDULES BE HONORED FOR 1974, THAT A STUDY COMMITTEE WITH UNION LOCAL NO. 2053 BE ESTABLISHED TO REVIEW COST OF UNUSED SICK LEAVE PAY UPON NORMAL TERMINATION FROM TIMBERLAND REGIONAL LIBRARY FOR POSSIBLE IMPLEMENTATION IN 1975, AND THAT TIMBERLAND REGIONAL LIBRARY ABSORB ALL ADDITIONAL COSTS OF THE HEALTH INSURANCE PROGRAMS AND INDUSTRIAL INSURANCE PROGRAMS FOR TIMBERLAND REGIONAL LIBRARY EMPLOYEES. SECONDED BY MRS. HAGEN

Mrs. Morrison asked if the motion included renewing for another year the existing contract which is not changed by the salary negotiations. Mr. Keiski said it might be best to amend the motion to take care of it. Dr. Lawrence said as far as he can tell the only thing Timberland has done is grant a 4% salary increase and appoint a study committee to look at severance pay that might be comprised of unused accumulated sick leave. The rest of the contract apparently remains in force as is. The Board decided to act on the previous motion then get to the other point. THIS MOTION WAS PASSED UNANIMOUSLY.

MR. KEISKI MOVED THAT ALL REMAINING CONTRACT ITEMS IN THE BOARD'S AGREEMENT WITH UNION NO. 2053 REMAIN IN FORCE FOR 1974. SECONDED BY DR. LAWRENCE AND PASSED UNANIMOUSLY.

The Chairman entertained a motion for approval of the Certificates of Appreciation.

DR. LAWRENCE MOVED THAT THE TIMBERLAND REGIONAL LIBRARY BOARD RECOGNIZE MRS. WINIFRED DOYER, OCEAN PARK; MR. DAN FELLOWS, SEAVIEW; AND MR. AND MRS. HARLEY GIBSON, ILWACO, FOR COMMUNITY SERVICE IN BEHALF OF TIMBERLAND AND PRESENT THEM WITH A CERTIFICATE OF APPRECIATION. SECONDED BY MR. KEISKI AND PASSED UNANIMOUSLY.

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MRS. HAGEN MOVED THAT THE BOARD RECOGNIZE KATHERINE WANDEL, HOQUIAM, AND JOSEPH LABRECHT, ABERDEEN, WITH A CERTIFICATE OF APPRECIATION. SECONDED BY DR. LAWRENCE AND PASSED UNANIMOUSLY.

MRS. SCHMIDT MOVED THAT ACERTIFICATE OF APPRECIATION BE ISSUED TO MS. BERTHA HAGER OF RAYMOND IN RECOGNITION OF LONG SERVICE OF LIBRARY PROGRAMS FOR TIMBERLAND REGIONAL LIBRARY. SECONDED BY DR. LAWRENCE AND PASSED UNANIMOUSLY.

Dr. Lawrence asked the Board for concurrence in opening some discussions with Mr. George Andrews of Far West Homes concerning possible construction of modular community library units and review this problem with the Board.

MR. BAKER MOVED THAT THE BOARD AUTHORIZE DR. LAWRENCE TO ENTER INTO DIALOGUE WITH GEORGE ANDREWS REGARDING THE MODULAR COMMUNITY LIBRARY BUILDINGS. SECONDED BY MRS. SCHMIDT AND PASSED UNANIMOUSLY.

Mrs. McArthur said that the chair would entertain a motion authorizing Mrs. Smith to work on contracts and legal problems with Raymond.

MRS. SCHMIDT MOVED THAT THE DIRECTOR CONTACT MRS. JANE DOWDLE SMITH AND LAY BEFORE HER THE PROBLEMS CONCERNING THE RAYMOND CONTRACT AND ANY OTHER RELATED PROBLEMS, LIABILITIES, THE DEFICIENCIES OF THE CONTRACT READ INTO THE MINUTES BY THE DIRECTOR, AND THE INTERNAL REVENUE PROBLEMS IN MONTESANO AS SET FORTH BY THE DIRECTOR INTO THE MINUTES. SECONDED BY DR. LAWRENCE AND PASSED UNANIMOUSLY.

At this point it was necessary for Mrs. Hagen to leave the meeting.

Mrs. McArthur said Board action was needed regarding the change of position of Librarian II and I.

DR. LAWRENCE MOVED THAT THE BOARD ACT ON STAFF RECOMMENDATION TO TRANSFER LIBRARIAN II POSITION FROM RAYMOND TO LACEY AND LIBRARIAN I TO THE RAYMOND LIBRARY. SECONDED BY MR. BAKER AND PASSED UNANIMOUSLY.

Mrs. McArthur said it might be well to have it in the form of a motion to have the agenda mailed out in advance of meeting. Mr. Baker said this should be an instruction of the Chair to have the secretary mail out the agenda in advance. Mr. Keiski suggested at the beginning of the next meeting the Chairman direct the other Trustees to pull their agenda from the packet and write in the new items in the blanks so at the beginning of the meeting the agenda is updated.

6 New Business

A. Taholah Grant Request

Mrs. Morrison said this has been talked about and has come up on several occasions in the past. She said it was Timberland's understanding that Taholah was going to submit to the State Library Commission a grant request for \$15,000 for materials principally in the areas of forestry-fisheries

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resources. She said she had replied to their letter and it was her understanding Taholah would do it; it was their understanding Timberland was going to do it. She said the State Library Commission did not have it on the last agenda. She said she thinks it is strictly an exercise in futility because of the lack of funds, but she said Timberland owes it to Taholah to try if the Board is so inclined. After some discussion, the Board asked Mrs. Morrison to explore the possibility of getting funds for Taholah from other sources.

Mr. Ayres said he had a request from Dale Sturdevant, the offset operator to enroll at OVTI for an offset printing class for \$18. Mrs. Morrison said she recommended he take the course and that a refund be made when an acceptable grade has been earned.

MRS. SCHMIDT MOVED THAT THE BOARD AUTHORIZE DALE STURDEVANT TO ENROLL IN AN OFFSET PRINTING CLASS AT OVTI. SECONDED BY MR. KEISKI AND PASSED UNANIMOUSLY.

Mr. Ayres said Resolution 20 on October 18 put the imprest funds total at \$735 and he needs \$21 more in the fund.

DR. LAWRENCE MOVED THAT THE AUTHORIZED LEVEL OF THE IMPREST FUND BE MOVED TO \$800. SECONDED BY MRS. SCHMIDT AND PASSED UNANIMOUSLY.

Mrs. McArthur urged the Board Members to contact their legislators and urge that they act on getting enough money to operate libraries. Mr. Sheafe also suggested calling on the legislative hotline 1-800-562-6000 in addition to writing.

Mrs. Morrison said there are three points that need to be mentioned. She said the supplemental budget includes \$3,069,485 for libraries, so obviously the needs of libraries have been recognized. She said WLA is still after the \$14,000,000 which would take the libraries another step down the road. She said what needs to be done is have the legislature add to the already recognized needs.

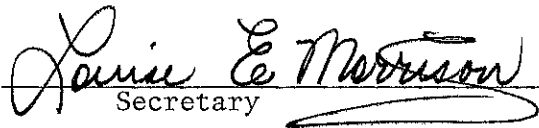
Mr. Keiski said the staff needs to put in the next bulletin the names of all legislators on the Appropriations Committee of both houses, the hotline number, and the names of the Speaker of the House of Representatives and the President of the Senate. Mr. Keiski said a legislative bulletin type of thing is needed.

Mr. Keiski asked if anyone from Timberland will be lobbying. Mrs. McArthur said each Board Member should be lobbying. Mrs. Morrison said there is a limited amount of time she can spare or should spare for lobbying and that WLA has a registered lobbyist. She said she will try to meet with a few legislators.

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No.

Since Mrs. Hagen cannot attend the February meeting, Mrs. Schmidt suggested holding the meeting in Olympia instead of Raymond. The Board agreed to meet in Olympia next month. Mrs. Schmidt suggested sending a delegation of Dr. Lawrence, Mrs. Hagen, and Mr. Cox down to talk to the Raymond Board.

There being no further business to come before the Board, the meeting was adjourned at 10:45 p.m.

  
Secretary

  
Chairman