

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
CENTRALIA TIMBERLAND LIBRARY

February 20, 1975

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TIMBERLAND REGIONAL LIBRARY
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February 20, 1975

BOARD OF TRUSTEE MEMBERS PRESENT:

Elmer Keiski, Jr., Chairperson--Thurston County
Dr. William H. Lawrence, Vice-Chairperson--At-Large--Lewis County
Raeburn Hagen, Trustee--Grays Harbor County
Rita McArthur--Mason County
Ruth Schmidt, Trustee-at-Large--Thurston County

BOARD OF TRUSTEE MEMBERS ABSENT:

Robert Baker, Trustee--Lewis County
Donald Cox, Trustee--Pacific County

STAFF PRESENT:

Louise E. Morrison, Director
Virginia Barton, Assistant Director, Western Area
Joy Ayres, Business Manager
Janet Blumberg, Extension Services Librarian
Judith Green, Hoquiam Librarian
Hazel Kirkbride, Centralia Staff
Marian Osterby, Centralia Librarian
Therese Rice, Olympia Staff
Rosalie Spellman, Aberdeen Librarian
Dorian Smith, Public Information Assistant
Sharon Boring, Board Recording Secretary

OTHERS PRESENT:

Roseann Bridgham, Chairperson, Centralia Board
John Gibbs, Centralia Board
Kay Evans, Aberdeen Board
Lanny Carpenter, Committee for Energy Alternatives
Paul Gillie, Committee for Energy Alternatives

The meeting was called to order at 7:55 p.m., by Chairperson, Mr. Keiski. Mr. Keiski apologized for the lateness of the meeting. He said they had had a study session at 6:00 at a local restaurant where the food was excellent but was served late. He said the study session was to hear presentations by staff but that no official business was conducted. Mr. Keiski said at approximately 8:40 p.m., there would be a five minute recess for coffee. At the conclusion of the meeting there would be an executive session to consider personnel matters.

The staff and guests introduced themselves, and Mr. Keiski introduced the Board Members.

1 Approval of Minutes of January 16, 1975 Meeting

MS. HAGEN MOVED THAT THE MINUTES BE APPROVED AS MAILED. SECONDED BY MRS. SCHMIDT AND PASSED UNANIMOUSLY.

2 Approval of Vouchers

DR. LAWRENCE MOVED THAT THE VOUCHERS BE APPROVED. SECONDED BY MS. MCARTHUR AND PASSED UNANIMOUSLY.

Because of the high maintenance bill on a bookmobile, Dr. Lawrence wondered if Timberland should be examining what it is costing in terms of holding the bookmobiles together versus new vehicles. The bookmobiles that are needing more repairs are 1964, 1965, and 1967 models. Ms. Morrison said a new bookmobile would be about \$35,000. Mr. Keiski asked for a short survey of what Timberland has paid since the first of the year on repairs and a figure for the replacement cost of some of the vehicles. Mr. Ayres said the two station wagons also have 70,000 miles on them and will need to be replaced soon.

3 Reports

A. Board

1. Report of North Mason Committee--Dr. Lawrence

Dr. Lawrence said two weeks ago Saturday he had met with the president and secretary of the North Mason Friends along with Ms. McArthur, Mrs. Schmidt, Ms. Barton, Ms. Stough and Ms. Morrison to discuss the North Mason plans. He said it was a meeting in which each set of parties was expecting the other to do something positive. He said they discovered they did not have a clear course of action to decide upon. He said a question about any encumbrances on the land that was being purchased by the North Mason Friends was discussed. He said the concern here was whether the Friends wanted to partition that parcel into an acre tract for library use. Dr. Lawrence said he made it clear to the Friends that the library was only interested in running a library there. Timberland's concern was for a service outlet for the regional system. If there were other uses the Friends anticipated for the acreage, the library could not be involved with these important yet collateral issues to the main business of having an outlet for a regional library. The Friends understood this. Dr. Lawrence said they discussed the possibility of shifting the library some time in the future even though Timberland might locate there initially. He said it was a clarifying meeting for the viewpoints of both Friends and Board. He said that he had asked Ms. Barton to take the initiative in setting another meeting for an on-site visit.

Dr. Lawrence reported that he advised the Friends that Timberland would probably ask Mr. Thompson of Title Guarantee of Lewis County to act in the capacity of a consultant to the Board concerning title matters, some types of construction and financing arrangements. Dr. Lawrence said Mr.

Thompson had told him that he would be willing to do this. Dr. Lawrence said it might be desirable for the Trustees to work out a consultant fee.

Dr. Lawrence said the meeting was characterized by a willingness to get together and solve the problem. He said the Friends asked for the Board's reaction to the plans and elevation drawings for the proposed unit which they had presented earlier. The reply was that the Board was satisfied that there was a preliminary sketch of the appearance on the outside, but the board, with its professional expertise on the staff, wanted to reserve judgment of the arrangement of the interior. Dr. Lawrence suggested to them that some regional local decor might be used in the design of the outside and the Friends seemed to be interested in the suggestion. March 8 had been set as the date for the on-site visit.

2. Report of January 27, 1975 meeting with Lewis County Commissioners--
Mr. Baker

Ms. Morrison said she had talked to Mr. Baker that afternoon and he regretted not being present to report on the meeting. Mr. Baker felt that the meeting had been extremely constructive. The Lewis County Commissioners welcomed them warmly and listened with a great deal of interest to the report which Mr. Baker and Ms. Stough had taken to the commissioners. One of the commissioners spoke momentarily about the fact that he did not feel too good about the method of taxation for libraries. Mr. Baker said he had told them that there had been a bill before the Legislature which probably would be back before the Legislature again for state funding of library services which would be completely equitable to everyone. He suggested the commissioners might want to look into it. The commissioners were interested in the concept because they felt anything that would be truly equitable would be acceptable to them. Mr. Baker stated that his intent was to get back from time to time to meet with the commissioners and to report on the progress on use of library service in Lewis County. The commissioners reported to Mr. Baker that they thought the library service was well received in Lewis County.

B. Staff

1. Director--Ms. Morrison

Ms. Morrison said a written report on the American Library Association Mid-winter meeting was in each folder. She said she had attended the one meeting of the American Library Trustee Association Board as an observer. She was concerned about a proposal by Alex Ladenson, Chief Librarian, Chicago Public Library, which supported the introduction of national legislation designed to force a certain percentage distribution by state agencies of Library Services & Construction Act funds. This proposal would hurt states like Washington with scattered populations. She did not know the outcome of the proposal as she had to leave the meeting early.

Ms. Morrison said she was disappointed she could not get to more committee meetings that were not her own. The three she attended as an observer were the American Library Trustee Association Board Meeting, one meeting of the Children's Services Division--ad hoc committee on Patterns in Library

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Services to Children, and Health and Rehabilitative Library Services Division--Institutional (Corrections) Committee Meeting. This last committee was working jointly with the American Correctional Association on standards for prison libraries.

Ms. Morrison said since she has been back she had spent one and one-half days at an Advisory Council Meeting in Olympia. She was able to get to the Steering Committee meeting in the morning on the second day and still get back to the Advisory Council meeting in the afternoon.

Dr. Lawrence said the college district is examining a proposition by the college board concerning picking up a contract to run the school program in the Washington Correctional Center. In touring the center Dr. Lawrence said he found two libraries--one which Timberland supplies outside the fence and a rather well put together library from a physical plant standpoint on the inside. Dr. Lawrence said the Timberland Board might examine along with the college board the proposition of having the responsibility of managing both libraries. Ms. Morrison said Timberland supplies request service and materials for the library inside the gate too. Ms. Blumberg gave some background on the situation at the Corrections Center. She said when the resident librarian resigned Timberland tried to merge the staff library and the resident library. The administration agreed it was a good idea, the librarians who have since left agreed, but the staff signed a petition saying they did not want to go through the training center to the resident library to get their materials. Dr. Lawrence said there is a possibility that the present administration together with the college board might be interested in examining a proposition from Timberland if the Timberland Board is interested in picking up a contract. Ms. McArthur said she felt it was a worthwhile idea and should be explored. Mrs. Schmidt said that if some of the services could be condensed it should cut down some overhead.

Ms. Morrison reported that Ms. Barton had been asked to serve on an advisory committee to the State Superintendent of Public Instruction. She said that Ms. Barton is currently serving on the State Title II Advisory Committee and Dr. Brouillet has asked her to continue serving that important function until 1976. Ms. Morrison said that it is an honor for Ms. Barton to serve on this committee as the basic functions are to advise the Superintendent's Office on preparation and policy matters arising in the administration of the State's plan, evaluate programs financed under this title, and prepare recommendations and evaluations.

The Olympia Library Board met on January 28. The gist of the meeting was that the board wanted to lay a plan of action toward getting a proposal on the ballot this fall for a new building. They have asked Irene Heninger, Director of Kitsap Regional Library, and Bernadette Razevska, Western Interstate Commission for Higher Education volunteer, to talk to the Olympia Board next Tuesday. These people were involved in the bond campaign in Kitsap County. Arrangements have been made for the Olympia Board to tour two libraries in King County and one in Pierce County.

Public library directors met at the Tye on February 14 and were hosted by Timberland for the first time. The group considered everything from what

to do with discarded books on, which was very helpful to everyone. The minutes are being finished, and Ms. Morrison will see that the staff shares the information which would be helpful.

2. Assistant Director, Western Area--Ms. Barton

Ms. Barton said Ms. Stough could not be at the meeting to present her report but asked that the Board Members read her written report. Ms. Stough wanted the Board Members to understand that some of the staff workshops have been extremely successful and very good. Also, Ms. Stough wanted to point out that the library gallery in the Chehalis Library had an excellent grand opening. More than 900 people have signed the guest book so far. Bob Zimmerman should be commended for his work in this, which included "midnight oil and weekends", as well as for his work as secretary on the Bicentennial Commission in Chehalis.

Ms. Barton reported that the Circuit Cities Council Meeting of Grays Harbor County which she attended last month was exceptionally successful. In some places there is a better relationship with local library boards. In Montesano the local board has been invited to report to the council each month. A Friends of the Library group has been formed in Montesano, and the Cosmopolis Board is moving toward forming a Friends of the Library group. All of the small cities in Grays Harbor County were very complimentary about the services of Timberland. The only problem they reported was that cities are having trouble financially. They look carefully at everything before they pay the bills. Ms. Barton told them about the proposal that had been in the Legislature two years ago for state funding of libraries and they were interested.

Ms. Barton said there had been a problem with the telephone at Hoquiam. Since the telephone bill is sent too late for the Board Meeting, the telephone bill is always late being paid. One of the telephone company's suggestions as an alternative was to change the telephone prefix and number so Timberland could be billed at a different time. This was done, and the impact on the local community was virtually hysterical. A representative of the telephone company and Ms. Barton had a lengthy debate by telephone and the number was changed back. Timberland will do all it can to get the bill paid on time.

Ms. Barton said that hopefully the staff would be clearing out the basement at Raymond but there is no place to put the books to be cleared out. Raymond wants the books out so the basement can be renovated. Dr. Lawrence facetiously suggested having a book auction and splitting the money with the city.

Ms. Barton reported that the School-Public Libraries Relationship Committee of Washington State Association of School Librarians conducted a survey among school librarians, media specialists, and Washington Library Association members. A mailout survey was done with a 34.85% response. She said they are pleased with the results because the feeling among school librarians in Timberland was that there is a very good school-public library relationship. She found in reading through the answers that came from other parts of the state that it was evident that those people with school libraries which are experiencing some kind of positive relationship with public libraries are the ones in favor of more cooperation.

AGENDA ITEM
NO.

At 8:45 there was a brief recess for coffee and cookies. The meeting was called to order again at 9:10 p.m. The regular order of business was suspended to allow the visitors to make their presentation.

5 B. Decision Regarding Joint Sponsorship of Energy Alternative Symposium

Ms. Morrison gave some background on how the idea of the Energy Alternative Symposium started. She said after the first presentation to the Board, Board Members had felt they would like to see a more complete proposal instead of the brief outline. A copy of the proposal was in each Board Member's folder. The library district is being asked to co-sponsor the symposium along with the Olympia League of Women Voters. If this is not a balanced program, Ms. Morrison said she was sure it would not be funded by the Washington Commission for the Humanities. Ms. Morrison said she could see no reason why the Board would not want to approve it.

Mr. Carpenter, spokesperson for the committee, said the committee had been meeting every Monday evening to put the program together. He said they have several confirmations on speakers, and several they had requested had declined so they are working on alternate speakers. He said they would like to go with the library as co-sponsor and would like to have someone from the library sit in on the committee meetings to help with the finishing work. The proposal must be submitted to the Washington Commission for the Humanities on March 17. Mr. Carpenter answered several questions from Board Members. Ms. Morrison said that at the library directors meeting last Friday she asked Bill Oliver, Executive Director of the Washington Commission for the Humanities, about the grant. He said he had encouraged the committee to proceed with the proposal because nothing of this sort had been done. If the committee approached the humanities commission with a balanced program, he felt there would be some likelihood it might be funded.

Mr. Keiski asked for staff recommendation. Ms. Barton said she had no doubts about it. Ms. Hagen said her concern has been for balance, and it was her understanding at the December meeting that the Board Members would be able to have some material to study before making any judgment. She said she understood their problems of illness and the pressure of their time but she found it difficult to have material presented at a study session and then be expected to digest it in less than two hours and make a fair judgment. She said her concern was not with the concept. She said it had been her hope that the Board Members could preview some of the materials. Ms. Morrison said the staff did preview the film. Mrs. Schmidt apologized to the Board as she had been advised the film was being shown but could not make it.

Ms. McArthur said her position had been strengthened, and she thought the library should be willing to serve as a forum for this kind of timely discussion. She said this was Timberland's responsibility and Timberland needed to be willing to furnish a forum. Mrs. Schmidt did not feel she could reach a fair position tonight and wanted to do more studying on it. Dr. Lawrence said perhaps the Board's dilemma was partly due to the fact that two members with strong views were absent. Dr. Lawrence suggested that the Board explore an alternative by setting a day of March 5 or March 7 to deal with this one agenda item. Ms. McArthur said a meeting prior to the 17th would have to be

a public meeting in order to take action. Mr. Keiski wondered if the sponsorship question was out of proportion to the time and energy the entire Board would have to make for a special meeting. He said he would abide by the wishes of the Board.

MS. MCARTHUR MOVED THAT TIMBERLAND JOINTLY SPONSOR WITH THE LEAGUE OF WOMEN VOTERS THE COMMITTEE FOR ENERGY ALTERNATIVES AND THAT TIMBERLAND REGIONAL LIBRARY SERVE AS FISCAL AGENT FOR THIS COMMITTEE. THE MOTION WAS SECONDED BY DR. LAWRENCE. Ms. Hagen said she was concerned that a "no" vote meant she was against the concept and she disliked being put in the position of a "no" vote. She said it was unfair that the Board had not been able to go over the material, and she felt she would have to vote "no" because it would be an uninformed vote. Ms. McArthur said she viewed the symposium as opening up a question for examination, not for or against nuclear energy. Dr. Lawrence said he was in favor of sponsoring the symposium but he was uncomfortable to find the Board in the position of being sharply divided. Mr. Keiski said another motion could take precedence over the motion on the floor.

MRS. SCHMIDT MOVED THAT IN LIGHT OF MR. BAKER'S AND MR. COX'S ABSENCE THE MATTER BE TABLED UNTIL A MARCH 7 SPECIAL PUBLIC MEETING. THIS MOTION WAS SECONDED BY MS. HAGEN. MS. HAGEN AND MRS. SCHMIDT VOTED IN FAVOR OF THE MOTION, MS. MCARTHUR VOTED AGAINST THE MOTION, AND DR. LAWRENCE ABSTAINED. To break the tie, Mr. Keiski voted in favor of postponement. He said the issue would be postponed until March 7 when a special meeting would be called. Mr. Keiski said he would advise the Trustees of any demonstrations the committee wanted to put on. Dr. Lawrence suggested having the film available for the March 7 meeting. Mr. Carpenter said the committee meets at 7:00 p.m. at the Coachhouse Annex next to the State Capitol Museum. He said they would greatly appreciate someone from the Board or staff coming to the meetings.

3 4. Business Manager - Mr. Ayres

Mr. Ayres said the Director had strongly urged him to hold the vouchers open until the last minute before the preparation of the voucher approval list. He said calls were made to Hoquiam and Olympia today to get the final voucher amounts for the telephone bills.

Mr. Ayres told the Board Members that their checks for the January expenses might possibly be short for the amount of the meals. He said he did not have any amounts for the January meals. He asked that any expenses for meals be turned in to him.

Mr. Ayres said six of the 16mm projectors have been sold and one had tentatively sold that evening. Only one projector is left to sell. Mr. Ayres said \$1,214.91 had been collected from the sale of the projectors so far.

Mr. Ayres said at this time last year the 1973 money received in 1974 was \$239,665.91; in 1975 Timberland had received \$128,809.22 of 1974 money.

The figures on the tracking charts were as follows:

Revenue:

General property taxes: Budget \$896,320; received \$1,825 of 1975 money; \$11,626 of 1974 money.

Forest Excise: Budget \$206,231; received nothing so far for 1975; received \$19,368 of 1974 money.

State Forest Yield: Budget \$75,000; received nothing so far for 1975; received \$22,456 of 1974 money.

Library Services for Cities: Budget \$548,262; received \$720 for 1975; \$73,948 of 1974 money.

Other Miscellaneous: Budget \$46,750; received \$1,845 of 1975 money; \$1,053 of 1974 money.

Warrant interest for the month of January 1975 was \$141.09. This warrant interest dated back to the month of November, 1974. Timberland netted \$580.94 in 1975 from an investment made in December.

Expenditures:

Administration: Budget \$192,891; expended \$13,922.

Public Service: Budget \$1,354,558; expended \$144,894.

Organization of Materials: Budget \$178,101; expended \$4,896.

Facilities: Budget \$74,513; expended \$5,733.

4 Correspondence

A. Letter from W. W. Reid thanking district for help with doctoral studies.

This letter was read earlier in the meeting by the director.

5 Unfinished Business

A. Amendments to Personnel Policy, Second Edition--Subsequent to Notice of Intent at January 16, 1975 Board Meeting

Ms. Morrison said this was routine and just required changing the wording from Friday to Sunday.

DR. LAWRENCE MOVED THAT THE BOARD ADOPT THE AMENDMENT TO PERSONNEL POLICY, SECOND EDITION--SUBSEQUENT TO NOTICE OF INTENT AT JANUARY 16, 1975 BOARD MEETING. SECONDED BY MRS. SCHMIDT AND PASSED UNANIMOUSLY.

B. Decision Regarding Joint Sponsorship of Energy Alternative Symposium

Discussed earlier in the meeting.

6 New Business

A. A.L.A. Summer Conference, San Francisco--Request for \$1,550.00 for Staff Attendance

Ms. Morrison said there are 11 staff members, all of whom are members of A.L.A., who have requested to attend with at least partial expenses paid. She said the senior staff would like to have approval for all 11 to go with partial funding. The amount requested would be \$1,550 on the following basis: Mary Russell, who is Washington State Membership Chairman for A.L.A., would receive full funding of \$300; the station wagon could be sent to San Francisco with five people which would furnish the transportation at probably not more than \$100 to the district with each person receiving \$75 toward expenses; the other five not going in the station wagon would have \$125 toward expenses.

Dr. Lawrence said he has been opposed to the business of partial funding; either they be sent "full ride" or not sent. He said he was more in favor of either raising the allowance or making a careful selection than granting someone \$75 to go to San Francisco. Ms. McArthur asked if there would be enough money to send all 11 with full funding. Ms. Morrison said she would not even ask for that amount. Ms. Hagen said she was interested in how the staff felt--would they rather have partial funding with more people going or have a choice made as to who could go.

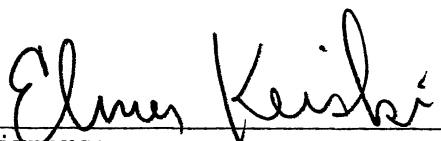
MS. HAGEN MOVED THAT \$1,550 BE ALLOWED FOR STAFF ATTENDANCE AT THE A.L.A. SUMMER CONFERENCE; THAT MARY RUSSELL BE FULLY FUNDED FOR ATTENDANCE AT THE MEETING AND THAT OTHER STAFF MEMBERS DESIROUS OF GOING BE PARTIALLY FUNDED AT THE DIRECTOR'S DISCRETION. SECONDED BY MS. MCARTHUR. The Board Members spent some time discussing whether more money could be found to use for travel expenses to A.L.A. and what other conferences would be coming up. THE MOTION PASSED UNANIMOUSLY.

Ms. McArthur brought up the subject of the need to set aside money for bookmobile replacement. The Director suggested instead of going to one big bookmobile which requires a special driver, that Timberland consider the possibility of perhaps six smaller vehicles. This will be an agenda item for March 7. Dr. Lawrence suggested looking at the travel fund situation as another agenda item.

Mr. Keiski announced there would be an executive session pertaining to personnel requests by staff and community relations officer applicant considerations. The next meeting will be March 7 with a study session at 6:00 p.m. and the meeting at 7:30 p.m. Mr. Keiski thanked the Centralia Board for the coffee and cookies.

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


Secretary


Chairperson