

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Tumwater Timberland Library
5131 Capitol Blvd., Tumwater, WA 98501

December 15, 1977

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TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Tumwater Timberland Library
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December 15, 1977

M I N U T E S

BOARD MEMBERS PRESENT:

Elmer F. Keiski, Chairman - Thurston County
Alice Harris - Mason County
Robert M. Baker - Lewis County
Dorothy Voege - Grays Harbor County
Shirleen Johnson - Member-at-Large

BOARD MEMBERS ABSENT:

Donald M. Cox - Pacific County
Ruth K. Schmidt - Member-at-Large

STAFF PRESENT:

Louise E. Morrison, Library Director
Virginia Barton, Assistant Director, Western Area
Mary Stough, Assistant Director, Eastern Area
Gloria Anderson, Central Services Assistant I
Joy W. Ayres, Business Manager
Patty Bergman, Co-Librarian, Tumwater
Peg Coppinger, Librarian, Olympia
Doug Gelis, Library Assistant/Driver
Lynn Gible, Central Services Assistant II
Judy Green, Librarian, Hoquiam
Alma Greenwood, Sr. Reference Librarian, Service Center
Michael Hedges, Supv.-Public Info. & Program./Serials Librarian
Patsy Humphres, Library Associate, South Mason
Siggy Johnson, Central Services Assistant I
John Keplinger, Central Services Assistant II
Dixie Lynn, Business Office Assistant/Purch. & Accts. Payable
Linda Marsh, Central Services Assistant II
Chris Morgan, Children's Librarian, Aberdeen
Penny Murphy, Sr. Central Services Assistant
Joyce Nichols, Co-Librarian, Tumwater
Selma Nielsen, Librarian, Montesano
Marian Osterby, Librarian, Centralia
Bill Ott, Book Selection Coordinator
Mary Russell, Librarian, Lacey
Donna M. Schaan, Supv.-Personnel Administration
Sally Settle, Supv.-Central Services
Mary Ann Shaffer, Children's Librarian, Olympia
Betty Sholund, Reference Librarian, Olympia

Jane Dowdle Smith, Timberland Attorney
Liane Bascou, Board Recording Secretary

GUEST PRESENT:

Eric Hoxit, Daily Chronicle

Chairman Keiski called the meeting to order at 7:55 p.m. The Chairman reviewed the agenda and added several items.

1 Approval of Minutes of Meeting of November 17, 1977

77-87

SHIRLEEN JOHNSON MOVED THAT THE MINUTES OF THE MEETING OF NOVEMBER 17, 1977 BE APPROVED; ALICE HARRIS SECONDED THE MOTION AND MOTION CARRIED UNANIMOUSLY.

2 Approval of Vouchers

77-88

BOB BAKER MOVED THAT VOUCHERS NO. 1521 THROUGH NO. 1664 IN THE AMOUNT OF \$135,324.50 BE APPROVED; DOROTHY VOEGE SECONDED THE MOTION.

Mrs. Morrison brought the Board's attention to voucher #1587 to R. F. McCann and Co. and said that this is for services to the architect which are divided into those chargeable to EDA in the amount of \$875.00 and those chargeable to Timberland in the amount of \$1,065.00 for interior planning. Mrs. Morrison said that voucher #1614 in the amount of \$3,840.44 to Rainier National Bank and Venture Construction is for the usual deposit of 5% on construction for the retainage. Shirleen Johnson questioned vouchers #1621, #1622, and #1623 to the Seattle Post-Intelligencer and the Seattle Times. Mr. Ayres said that these are for annual subscriptions.

MOTION CARRIED UNANIMOUSLY.

Mrs. Morrison said that the payroll vouchers for November were in the Board folders for their information.

3 Reports

A. Report of Attorney - Jane Dowdle Smith

Mrs. Smith reported that she had written a letter on November 29 to Attorney Felker of Tacoma with regard to a damaged Bell and Howell projector owned by Timberland. Mr. Felker represents the association which had checked out the projector. Mrs. Smith said that she has heard nothing from Mr. Felker in response to her letter and if Mr. Felker doesn't follow up on this, Mrs. Smith said she will write him another letter. Mrs. Smith presented a copy of her letter to Mr. Felker for Timberland's files. Mrs. Morrison said that this projector has now been repaired.

C. Staff

(1) Director - Louise E. Morrison

Mrs. Morrison reported that she, Mr. Keiski and Mrs. Voegel had attended a meeting with the City Council of Cosmopolis. The City Council is concerned about its contract fee for library services. Mrs. Voegel said that the City of Cosmopolis has a tough problem. She said that she and Mr. Keiski looked at the library after the meeting to see where this money is going. She said that the city has its reservations about committing this much money to the library. She felt they were very agreeable, open to discussion, and easy to talk with. Mrs. Morrison stated that through the years, Virginia Barton has made various recommendations regarding the Cosmopolis Library building limitations.

- 3C(1) The City of Cosmopolis is responsible for the building. Timberland does the best it can with what it has to work with. Mrs. Voegel said that she is not sure that the City of Cosmopolis will follow through on its contract fee for very many more years. Mr. Keiski stated that Timberland is flexible and the Board should possibly consider several options to make this situation more workable. He said that the Board has to be careful and listen to the local library boards and city councils if the cities have problems which need to be resolved.

Mrs. Morrison further reported that she had received a second letter from the Lewis County Treasurer regarding the error which had been made in 1973. In order to get the money back to the taxpayers as soon as possible, the Treasurer's office made an evaluation and instructed all taxing entities in May, 1977 to deduct a certain amount from their revenue. Timberland was instructed to deduct about \$40,000. The Lewis County Treasurer's office now has completed the necessary adjustments and Timberland's revenue has again been modified and Timberland has been credited with \$19,950.40, which she said was good news indeed.

Mrs. Morrison said that she has received a memorandum from a number of staff members who are exempt from the Union contract. Mrs. Morrison read the lengthy memo which addressed the subject of 1978 wages and benefits. It was the consensus of staff members who had signed the memo that the 5.75% salary increase which was negotiated with the union was totally inadequate. They pointed out the non-competitive position of Timberland in relation to other libraries and even to county and city governments and suggested that an 8% raise be considered for all employees for 1978. They cited the high turnover rate in Timberland as one of the reasons they hoped that the Board would reconsider.

Mrs. Morrison stated that she cannot hold the Board responsible for where salaries are. The Board has pretty much accepted the recommendations of the Director. She said that in order to balance the budget, perhaps she has gone too far to the conservative side. She said that the matter has reached the point where she will have to recommend that the Board give serious consideration to this request from exempt staff and "let the chips fall where they may" in both 1978 and 1979 because Timberland is falling further and further behind salary-wise from top to bottom, and the staff is suffering for it. Mrs. Morrison said that she is never sure what the legislature is going to do as far as libraries are concerned. In the meantime, some of Timberland's staff members are going to public assistance to get food stamps because their salaries are not enough to live on. Mrs. Morrison said that she felt this memo to her was a legitimate and just request and that she supports the request.

Mrs. Morrison reported that the Service Center will be moving to its new quarters tomorrow and the next day. Showroom 123 has guaranteed that they will have equipment at the new Service Center put together. She said that there are still some temporary panes of glass in the court-yards. The shelves from the Montesano Library are being moved to the new Service Center, along with the storage books which are on them.

(2) Assistant Director, Western Area - Virginia Barton

Mrs. Barton referred the Board to her written report. She said that she

- 3C(2) has been spending a great deal of time getting things organized for the move to the new Service Center.

(3) Assistant Director, Eastern Area - Mary Stough

Mrs. Stough referred the Board to her written report. She introduced Mr. Hoxit from the Daily Chronicle in Centralia. She said that he is interested in the Bucoda contract.

(4) Business Manager - Joy W. Ayres

Mr. Ayres said his report covers the period through November 30. He will give a final report once all the receipts are in. He said that the 1977 step van has been completed and the total cost was \$10,535.73, which includes the van itself, floor covering, spare tire rack, and shelving.

Timberland has received revenue through November of \$2,867,581.08 and has had expenditures through November of \$2,763,224.25. So far this year, Timberland has realized \$13,191.41 in investment interest.

Mr. Ayres reviewed the tracking charts as follows:

REVENUE

General Property Taxes - budgeted \$984,830; received in November \$285,152, for a cumulative total of \$1,014,701, which is 103%.

Forest Excise Tax - budgeted \$559,098; received in November \$7,726 for a cumulative total of \$488,214, which is 87%.

State Forest Yield - budgeted \$15,000; received in November \$2.44 for a cumulative total of \$4,481, which is 30%.

City Contracts - budgeted \$638,315; received in November \$84,302 for a cumulative total of \$539,865, which is 85%.

Sales of Fixed Assets - budgeted \$21,000; received in November \$7.00 for a cumulative total of \$31,106, which is 148%.

Other Miscellaneous Revenue - budgeted \$24,805; received in November \$4,876 for a cumulative total of \$40,105, which is 162%.

EXPENDITURES

Personal Services - budgeted \$1,479,376; expended in November \$113,733 for a cumulative total of \$1,311,927, which is 89%.

Supplies - budgeted \$57,200; expended in November \$4,072 for a cumulative total of \$41,105, which is 72%.

Other Services - budgeted \$382,984; expended in November \$15,245 for a cumulative total of \$285,762, which is 75%.

Capital Outlay - budgeted \$375,872; expended in November \$29,237 for a cumulative total of \$375,322, which is 100%.

3C(4) These same expenditures broken down in the BARS account numbers are as follows:

10 - Administration - budgeted \$259,625; expended in November \$14,974 for a cumulative total of \$213,469, which is 82%.

21 - Public Service - budgeted \$1,715,405; expended in November \$128,690 for a cumulative total of \$1,539,708, which is 90%.

22 - Organization of Materials - budgeted \$242,685; expended in November \$7,112 for a cumulative total of \$143,058, which is 59%.

50 - Facilities - budgeted \$75,217; expended in November \$11,273, for a cumulative total of \$116,440, which is 153%. Mr. Ayres said that after the EDA grant money is subtracted, this will bring this back down to 97%.

4 Correspondence

A. Letter from Ruth K. Schmidt, dated December 14, 1977

Chairman Keiski read the letter as follows:

"In response to Mrs. Morrison's recent telephone call, I have carefully considered serving my second term on the Board of Timberland Regional Library as Trustee-at-Large.

"Having already been on the Board for seven years, I feel that it is time for another person to serve the five-county constituency. Therefore, I decline to serve my second term.

"The time on the Board has been illuminating and challenging, and I am happy to see it culminate in the completion of the new Service Center."

Chairman Keiski said that the Thurston County Commissioners will have to refill this spot and suggested that perhaps some names could be submitted to them. Mr. Keiski said that he had hoped that Mrs. Schmidt would consider having her name resubmitted as a possible candidate and serve a second term.

B. Letter from Ann Engbrecht, former TRL employee, dated December 15, 1977

Chairman Keiski read the letter as follows:

"I, Ann Engbrecht, upon quitting my job as Rotation clerk and general helper for TRL was asked to write a letter explaining my reason for leaving. Following are my grievances . . .

"For the past ten months I have been doing a job that took the last Rotation clerk 8 hours, and doing it myself in 6 hours. Saving TRL \$559.15 in those 10 months. But upon requesting a pay increase in Sept. I was denied.

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"Do you call that giving an employee incentive to do better work?!

"Added to that we are expected to keep account of all our records regarding our sick days, vacation days, etc. each month on our time sheet. Isn't that what a bookkeeper is being paid to do? We clerks certainly aren't being paid bookkeepers wages.

"I was unable to type any needed materials or cards for my files because of a lack of typewriters. And the relics that we do have are useless!

"During one of our Thursday staff meetings I spoke up about an issue that three other co-workers were very upset about, and because it had to do with the board members helping themselves to books off of our book carts and desks, that were in the middle of being processed, not yet completed and really made a mess for us, I was cut down for speaking what we felt to be a problem!

"Is that right?

"The last straw was when my chair was needed by a librarian at another library; and I was not forewarned or anything, but in a very rude manner told to find something else to sit on. And she got the chair that I also needed and was using. So, who cares about us lowly, clerks? Certainly not you!

"I will miss my wonderful co-workers, and all the lovely books, and I wish all of you who cares the best in life! But to the rest of you, you can take the terrible pay and the damn squeaky chair and sit upon it!!!"

Mrs. Morrison said that it sounded as if Ms. Engbrecht had a list of grievances over a course of time and asked that Ann's supervisor, Sally Settle, speak about these problems. Chairman Keiski said that all of the trustees have seen the crowded conditions in which the clerks are working at the Service Center. What might appear to an outsider to be a petty problem may not be so to the people working under these conditions. He said that perhaps if more employees had complained, something would have been done sooner about these conditions. Ms. Settle said she would like to clarify several things. The problem about the chair was a misunderstanding. One of the smaller libraries needed a small chair and the one which Ms. Engbrecht was using was the one which was selected to be sent. Ms. Settle said that several staff have since told her that Ms. Engbrecht had volunteered her chair and there was the understanding that Ms. Settle's chair would replace it for the short period before the service center was moved. She said that evidently this happened at a bad time. Ms. Engbrecht was hired at 3/4 time in a full time position. She replaced an employee who had been with Timberland for several years, and this former employee was handling more kinds of duties because of her knowledge and experience in the district. Ms. Settle said that it was not correct that Ms. Engbrecht was being asked to do in six hours what someone else had been doing in eight hours. She stated that Ms. Engbrecht was one of the hardest working and most efficient and pleasant employees at the Service Center. Ms. Settle said that she vaguely remembered Ms. Engbrecht asking for a raise in September and Ms. Settle told her that there is no provision for merit

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raises in the district. Ms. Settle said she had an excellent working relationship with Ms. Engbrecht and that everyone was very distressed about this and surprised about what had been said in the letter.

Chairman Keiski stated that this letter, coupled with the memo which Mrs. Morrison received from concerned staff members fit together and that everyone has to be careful not to overlook any employees' working situations and concerns. He said that he assumes that in any particular work station, professional or non-professional, or union or non-union, that there is a ready supervisor to listen to an employee's concerns and alleviate them. He said that there may well be a supervisor available, but supervisors must foster a climate in which people may express their concerns no matter how minute they may seem to someone else. He said that these little problems do drive people to frustration and that is why he is concerned that the memo to Mrs. Morrison be examined in utmost detail so that the trustees are aware of the concerns which were expressed in it. Chairman Keiski stated that any employee has a right to express himself or herself to the Board, whether a union member or not. He said he cannot handle personnel problems as a trustee himself, but can hear them when in session as a Board.

C. Letter from Lilly Piva, Union Staff Representative, dated November 21, 1977

Chairman Keiski read the letter as follows:

"We met with the members of Local #2053 on Friday, November 18, 1977. The proposal for a two (2) year contract was presented to the membership.

"After considerable discussion, the proposal was accepted. Mr. Bernethy explained to the membership that he felt Mr. Keiski had put forth a lot of hard work in trying to arrive at a settlement at our last negotiations. I certainly agree with his statement.

"On behalf of our organization and the membership, please give our thanks to your Committee for their time and effort in reaching a settlement."

D. Letter from Dana Garson, Chairperson of Tenino Timberland Library Board

Chairman Keiski read the letter as follows:

"Tenino is growing. It's our desire as board of directors that the library grow with it. This letter is in request of more time for our librarian to pursue that end.

"In the last few years Tenino has experienced a population boom. Two new apartment complexes have been constructed and occupied. Numerous duplex units have been built in and around the town. The real estate companies have been having a field day with new homes and resident developments. Several new businesses have been established in the area and others have expanded. A new

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church has been constructed and another is established in the high school building. Still another church has approved a major expansion project. Our new school is attracting an increasing student population. In building the new school we were eligible for special funding because of our population increase. This same growth rate may qualify us for special funding for sewage treatment facilities and street improvement projects.

"Our library, however, is in danger of not keeping up with the growth. While we now have an enthusiastic and creative librarian whose drive and ability are such that we are really excited about the potential. Her hours are still those of years gone by. While the number of signatures has increased, we are convinced that many people in the community (old timers as well as new folks) are not fully aware of the services we offer. We feel our librarian will 'sell' the library to the community. She would like increased hours to employ a strategy that she has already worked on to increase library awareness in Tenino. We know she's the one to do the job. We also know she's open to any suggestions or aid you can offer from the central office.

"We believe in our community and are convinced that the kind of enlightenment that can be provided by the library is vital to healthy progress. Please hear our request."

Chairman Keiski said that there was included with this letter a list of tentative plans for new and expanded programs in the Tenino library. Mary Stough said she would like to clarify that this did not mean that the library would be open more hours, but instead that the librarian, who is now working a 25-hour week, would work a 40-hour week. This would enable the librarian to go out into the community. Mrs. Stough said that this does not set a precedent. It has been done in Oakville, Ocean Park and Yelm. Mrs. Stough recommended that the extended hours for the Tenino librarian be written into the budget. Shirleen Johnson pointed out that in the attached list of tentative plans for new and expanded programs, there was a request to increase the library hours from 20 to 28 hours per week. Mrs. Stough said she did not think it would be wise at this time. The library is not in good condition, and until the city can find better quarters, library hours should not be increased.

The meeting recessed at 8:50 p.m. and reconvened at 9:00 p.m.

Chairman Keiski said that he is concerned that the correspondence previously read should have responses. He said that he would send a letter to Ruth Schmidt thanking her for her service on the Board. He said a letter should be sent to Ann Engbrecht thanking her for her openness, honesty and concerns. He said that the letter from the union did not require a response and that the letter from the Tenino board would be discussed further under additional agenda items.

5

Unfinished Business

A. Final Revision of 1977 Budget

Mrs. Morrison explained that the revenue budgeted in 338.01 is based on the supposition that contract cities are paying their fourth quarter

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contract fees. She said that the loss of revenue from state forest yield is balanced out in sales of fixed assets. The total 1977 revenue is \$3,205,511 and this does not include \$178,225 which is in the capital improvement fund, for a grand total budget of \$3,383,736. She said the major change is in the building budget on page 9. She said there is an additional \$7,000 in machinery and equipment for the Service Center over the estimate of 5/19/77 and she recommended that the Board commit these funds before the end of the year. She said there was a savings of \$5,000 in insurance since staff did not move into the new building as soon as expected. She said that on page 5, 572.21.32, communication, has been budgeted higher mostly due to the new Service Center.

77-89

BOB BAKER MOVED THAT THE REVISED 1977 BUDGET OF \$3,383,736 DATED 12/15/77 BE APPROVED; SHIRLEEN JOHNSON SECONDED THE MOTION AND MOTION CARRIED UNANIMOUSLY.

B. Staff Concerns

Mr. Baker commented that he is very appreciative of receiving input from staff because the Board is working in a vacuum as far as professional staff is concerned. He said that as of the November Board meeting, the Board agreed on a proposal which they hoped the union would accept. Until the union negotiations were complete, the Board was unable to take the next step of considering what to do about the rest of the staff and the Board had not met again since they received approval from the union.

Chairman Keiski stated that traditionally the trustees have bargained with the union and once the union accepts the contract package, then the trustees have granted the same package to the balance of the staff. He said that the union has accepted a two-year package. Traditionally, the trustees have not heard either formally or informally from professional staff. He said that at this point in time, since trustees are hearing from professional staff, it creates unusual circumstances since a two-year contract has already been negotiated with the union. He said that it would be his impression that whatever the Board grants in salaries and fringe benefits to those employees not covered under the union contract would be for one year. Mr. Keiski also stated that the Board did not have to move at this time on the rest of the staff salary adjustments. He said he would like to set up a committee of Board members to meet with the director and go into this in more detail in order to have a clearer picture and be able to act on it at the January meeting. Mrs. Morrison suggested that the professional staff appoint representatives among themselves to meet with the Board with regard to this. Chairman Keiski then suggested a meeting on the first Thursday in January. Alice Harris commented that this sounded like a good place to start. She said that the Board certainly needs input from the staff as well as input from the director as to what the Board may be able to do for staff. Mr. Keiski said that he personally felt it was a bit out of order for non-union members to comment when union representatives agreed to a contract and he felt the focus should be on professional staff concerns and those who were not eligible for union membership.

Mrs. Stough said that, personally, she thinks the memo from exempt staff had concerns for all staff, not professional vs. non-professional and that they do have a right to comment on the agreement reached with the

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union because that is part of their concern. Mrs. Morrison said that she understood the memo as concern for all staff, not just for the exempt staff. She said that she recognizes that this part of the staff doesn't have any legal grounds and that the union has elected and appointed representatives for negotiating. Lynn Gible commented as an ex-union member that he felt they got "sold down the river" and he didn't understand how the union could let this go on year after year. Alma Greenwood said that she thinks as professionals they have an obligation to the people they supervise to support their needs even though the union has such a small membership.

Mr. Keiski said he is aware that Timberland salaries do not compete with other library districts. He said that he is the first to admit that Timberland salaries do not lead the pack and that Timberland does not have the resources to keep up with the state's salary schedule. He said Timberland has a high turnover and part of this is because Timberland is a training ground for the state. Bill Ott commented that there are a lot of kinds of competition and that the "Seattle Sea Hawks are a first year team, but they are competitive. We are more like the Tampa Bay Buccaneers." Alma Greenwood said she has been in touch with other library districts which have both professional and non-professional unions and there is a bad split between the staff. She wanted it to be known that Timberland's professionals are concerned with all staff. Judy Green said that the professional staff wants the salary percentage increase to be equal for all staff, whatever it may be.

Mr. Keiski said that the Board is legally required to deal with the union, which they have done. He said it is possible that if adjustments are made for professional staff members that are not commensurate with those people covered under the union contract, then the union may ask the trustees to come back to the table. He said if there should be adjustments for one group which are different from others, it would be a whole new ball game. Mary Russell said that the exempt staff is not asking for higher salary increases than those eligible for the union, but rather that the same salary increase be given to all staff, union and non-union alike. Mr. Ott quoted the last sentence of the memo since there seemed to be a misunderstanding that the memo was referring to all employees: "We strongly recommend that you request that the Board reconsider its decision to implement a 5.75% raise for non-exempt employees and instead adopt an 8% raise for all employees."

Mr. Keiski said that a committee of the Board and staff would meet the first Thursday in January and explore this some more in depth. Donna Schaan asked what the committee's purpose would be. Mr. Keiski said that this would give them a forum to express themselves, and Mr. Schaan said that that is what has already been done by this memo. Mr. Keiski said the meeting will also give the trustees a chance to digest this and be able to act in a more orderly and informed manner.

6

New Business

A. Offer to City of Centralia for used shelving

Mrs. Morrison said that the City of Centralia will be getting new shelving for the library and she recommends that the Board offer the City of Centralia \$1,500 for the old shelving to be used as storage

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shelving at the new Service Center. She said this is a reasonable price as staff looked at the original prices of the shelving, the age of it, and what the City might be willing to accept. Timberland would also be responsible for moving the shelving to the Service Center so it would cost slightly more than \$1,500.

77-90

DOROTHY VOEGE MOVED THAT TIMBERLAND REGIONAL LIBRARY OFFER THE CITY OF CENTRALIA \$1,500 FOR ITS USED LIBRARY SHELVING; SHIRLEEN JOHNSON SECONDED THE MOTION AND MOTION CARRIED UNANIMOUSLY.

B. Closure of all libraries one day in February for all day, all staff in-service training workshop

Mrs. Morrison said that two years ago, Timberland had a one-day in-service training workshop for all staff. There are a number of areas which need to be covered dealing with budget and changes in the new Service Center. She said it is best to just close all the libraires down for one day and require that all staff attend rather than try to do it for a few staff members at a time. Staff would be compensated for mileage. She suggested that this be set on a Wednesday, February 8, since most staff meetings are on Wednesdays anyway. Mrs. Barton said that many of the smaller libraries are closed on Wednesdays also. Dorothy Voege said that she felt the public would survive a one-day closure.

77-91

ALICE HARRIS MOVED THAT ALL LIBRARIES BE CLOSED ON WEDNESDAY, FEBRUARY 8, 1978, FOR AN ALL DAY, ALL STAFF IN-SERVICE TRAINING WORKSHOP; DOROTHY VOEGE SECONDED THE MOTION AND MOTION CARRIED UNANIMOUSLY.

C. Set date for formal opening of Service Center

Chairman Keiski said that he felt this was premature. Mrs. Morrison said that staff does need some lead time on this and suggested it be set the end of February. She said it would be on a Sunday. Bob Baker suggested that staff work out the details first and then bring it back to the Board for approval.

D. Bucoda Contract

Mary Stough said that she had written Mrs. Morrison a memo after she received a telephone call from Bucoda's City Clerk with regard to Bucoda's contract fee. Mrs. Stough offered to attend Bucoda's City Council meeting. The City Council told her that they did not have enough money to continue with their contract with the library. Mrs. Stough reminded them that the contract states that there must be 90 days notice of cancellation of the contract. Mrs. Stough pointed out that the headline to the article in the 12/9/77 Centralia Chronicle entitled "Timberland Board Opposes Bucoda's Axing of Library" was not correct since the Board had no knowledge of this at that time. She said that the Bucoda mayor made some very nice comments about Timberland. Mrs. Stough explained to the City Council about the non-resident fees. Mrs. Morrison asked Mrs. Stough if she felt that the City of Bucoda regarded this as official notice to Timberland and Mrs. Stough said she thought that was the case.

Mr. Keiski said that the Board has to recognize that Bucoda has grave

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financial problems. He said that he hopes something can be worked out with Bucoda that is mutually acceptable to both parties. He said if they don't have the money, they don't have the money. He said that perhaps the trustees need to get a legal review of this from Timberland's attorney and then proceed. He said that Bucoda deserves the trustees' consideration and attention on this. Shirleen Johnson said that since this has not happened before, the Board should move very carefully. Jane Smith said that the City of Bucoda probably has a city attorney with whom she can discuss this. Mrs. Morrison said many cities are having financial difficulties, even cities as large as Seattle. She said this might set a precedent. Shirleen Johnson said that the library district should do everything which the contract specifies at this point. Mr. Baker asked if the City of Bucoda is obligated legally to pay the contract fee in 1978 since they didn't give the required 90 days notice to cancel. Mrs. Stough said she told them of the 90 days notice and if any city can cancel its contract at the drop of a hat, then this could be very destructive to library service. Chairman Keiski asked Jane Smith to look into this matter further and that the Board receive advice regarding formal procedures on this in writing. Mrs. Harris stated that regardless of what the Board will be able to do, she thinks Bucoda's position has to be in written form. Mrs. Morrison asked if she should communicate with Bucoda City officials or if Jane Smith should. It was the consensus of the Board that the director should communicate with the City of Bucoda at the Board's request.

3

Reports

B. Consultant's Report - Walter M. Isaac

Chairman Keiski explained that Mr. Isaac has a consultant contract with the Board to develop plans for an energy-saving grant request which might help Timberland build a library facility in Belfair. Mr. Isaac then stated that he had news for the Board but it was not very good news. He said he has looked at various sources for federal funding and the only one which has been developing solar energy demonstration programs is the Department of Energy. They have \$9,000,000 available nationally. He said that the problem is that even if each grant was only \$100,000, there would only be 90 grants available for the whole country. So far the State of Washington has received one grant and the state may receive a total of two or three grants. If Timberland were given some of this money, the question is how much. Mr. Isaac figured out what the cost might be for a 3,000 square foot building at \$35.00 per square foot, which would be \$105,000, without the solar system. He doesn't have an exact cost for a solar/wind energy system, but he estimates that it would be about another \$60,000, but part of that \$60,000 would be for the roof system and insulation, so he would guess that the total cost would then be around \$145,000. The \$60,000 would probably be subsidized about 70%. Therefore, if Timberland would get a grant, it would cost Timberland about the same for an energy saving building as it would cost for a regular building. Mr. Isaac asked the Board if they felt it would be worthwhile to go into this. He said that it will require a lot of data and there should be an architect on board to help develop this data. There would be some costs involved in developing this data, although they would try to keep the costs down as low as possible. He said the chances of getting the funding would be about

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the same as the chances for the funding which Timberland received for the Service Center. Mr. Isaac said the Board should assume that Timberland would not receive funding because the odds are against it. He thinks that the balance of the \$1,200 which has not been spent under his contract allocation would probably take care of most of the cost of the application. He could let the Board know before the January meeting of any additional costs. He said this proposal would have to be in by January 31. Mrs. Morrison asked if this \$145,000 was just for the building. Mr. Isaac explained that the \$105,000 was for the building as a library. It would include the landscaping and architect's fees, but would not include the furnishings. If an energy saving building were built at a cost of \$145,000, the library would probably save about \$42,000 as the grant. Mr. Baker commented that it would probably cost more to build an energy saving building with a grant than it would cost to build a regular library without a grant and that the answer is obvious, considering the other financial problems facing the library district. Mr. Isaac said that over a period of time, there would be an anticipated savings of about 50% in fuel costs. Mr. Baker suggested that the Board make a decision on this at the next meeting when they have more exact cost figures and that would still give them enough time to get in an application.

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Additional Agenda Items

A. Extension of Tenino Librarian's Work Hours

Dorothy Voege said that if this is merited then it should be done. Alice Harris said there seems to be some confusion between what is said in the letter from the Tenino board and what Mrs. Stough understood. Mrs. Stough said that the Tenino board probably looked at other libraries when looking at their own needs. She said she didn't want to tell them how to write the letter and they could recommend whatever they wished. Mrs. Johnson said that she would go along with additional working hours for the librarian, but not for more library hours. Mrs. Stough said that perhaps in the future the library hours could be extended.

Mr. Baker asked for the director's recommendation. Mrs. Morrison said that she would recommend that the Tenino librarian's hours be increased to 40 hours per week but that the library hours open not be increased at this time. Mr. Baker suggested leaving this to Mrs. Stough to work out with the Tenino board and then the Timberland Board can approve it if necessary after it has been discussed.

B. Election of Officers

Mrs. Morrison asked that the record show that four counties are represented at tonight's meeting--Thurston, Lewis, Grays Harbor and Mason Counties, in compliance with Board By-Laws for election of officers.

Mr. Baker said that Chairman Keiski has done an outstanding job the past year and unless Mr. Keiski has any obligations which would prevent him from serving as Chairman again, Mr. Baker would like to nominate him.

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77-92

BOB BAKER MOVED TO NOMINATE ELMER KEISKI AS CHAIRMAN OF THE BOARD FOR 1978; SHIRLEEN JOHNSON SECONDED THE MOTION AND MOTION CARRIED UNANIMOUSLY.

Mr. Baker said he would like to make an exception to the rules, since Mr. Cox was not present, and nominate Mr. Cox to serve as Vice-Chairman again. Mr. Baker said that if Mr. Cox were present, he was sure he would accept.

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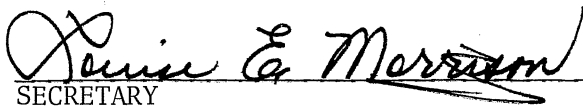
BOB BAKER MOVED TO NOMINATE DON COX AS VICE-CHAIRMAN OF THE BOARD FOR 1978; DOROTHY VOEGE SECONDED THE MOTION AND MOTION CARRIED UNANIMOUSLY.

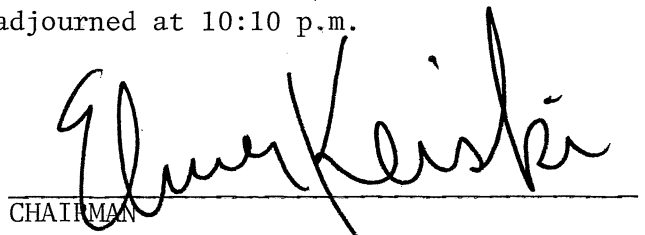
Chairman Keiski asked Mrs. Coppinger to speak about the anonymous gift of \$10,000 which was recently made to the Olympia library. Mrs. Coppinger said that this gift was given for the new library effort. The same anonymous donor presented the library with a gift of \$5,000 last year. These gifts were handled by the same law firm which handled the Swenson bequest of \$50,000. She said that last year the staff sent a thank you letter in care of the law firm expressing their gratitude and appreciation. They received a letter back from the law firm saying that staff's thanks had been conveyed and were appreciated.

Mary Ann Shaffer introduced Chris Morgan, who is the new children's librarian at Aberdeen. She said that Ms. Morgan formerly worked for Timberland.

Mrs. Morrison announced that on January 1, Rosalie Spellman will have completed 20 years as Aberdeen librarian. Mr. Keiski said that when he was a patron of the Aberdeen library, Mrs. Spellman was working there and he recalls her as a very helpful librarian. He said that she has helped a lot of people and made a very positive impression. He said that honors are in order for Mrs. Spellman's years of service. The Board is aware of the kind of attitude and support in Aberdeen for the library system.

There being no further business, the meeting adjourned at 10:10 p.m.


SECRETARY


CHAIRMAN