

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
415 Airdustrial Way S.W., Olympia, WA 98501

September 20, 1979

I N D E X

<u>AGENDA ITEM NO.</u>		<u>Page No.</u>
1	Approval of Minutes of the August 23, 1979 Meeting	1
2	Approval of Vouchers	1
3	Reports	
	A. Report of Attorney - Jane Dowdle Smith (no report)	4
	B. Board Committee Reports	4
	C. Staff	
	(1) Library Director - Louise E. Morrison	4
	(2) Associate Director for Research & Planning - Virginia Barton	5
	(3) Assistant Director for Public Services - Mary Stough (written)	5
	(4) Assistant Director for Central Services - Sally Loken	5
	(5) Business Manager - Joy W. Ayres	6
4	Correspondence	
	A. Letter from Ilwaco Library Board dated 9/18/79 re November 15, 1979 Board Meeting	6
5	Unfinished Business	
	A. Decision Regarding Site for October Board Meeting	6
6	New Business	
	A. Resolution re Advance of Travel Fund	6
	B. Karen Fraser, Delegate to White House Conference on Library and Information Services	2

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
415 Airdustrial Way S.W., Olympia, WA 98501

September 20, 1979

M I N U T E S

BOARD MEMBERS PRESENT:

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

BOARD MEMBER EXCUSED:

Donald M. Cox - Pacific County

STAFF PRESENT:

Louise E. Morrison, Library Director
Virginia Barton, Associate Director for Research & Planning
Sally Loken, Assistant Director for Central Services
Joy W. Ayres, Business Manager
Michael Hedges, Supv.-Public Info. & Program./Non-Book Materials Coordinator
Tom Mayer, Supervisor-Personnel Administration
Mary Russell, Lacey Librarian
Liane Bascou, Board Recording Secretary

GUESTS:

Karen Fraser, Lacey Mayor
Mike Oakland, The Daily Olympian

Chairman Keiski called the meeting to order at 7:30 p.m.

AGENDA ITEM
NO.

- | | |
|--------------|--|
| 1 | Approval of Minutes of the August 23, 1979 Meeting |
| <u>79-89</u> | SHIRLEEN JOHNSON MOVED THAT THE MINUTES OF THE AUGUST 23, 1979 MEETING BE APPROVED; ALICE HARRIS SECONDED THE MOTION AND MOTION CARRIED UNANIMOUSLY. |
| 2 | Approval of Vouchers |
| <u>79-90</u> | DOROTHY VOEGE MOVED THAT VOUCHERS #4995 THROUGH #5158 IN THE AMOUNT OF \$157,047.95 BE APPROVED; SHIRLEEN JOHNSON SECONDED THE MOTION. |

Mr. Ayres referred Board members to voucher #5058 to Reliable Roofing Co. in the amount of \$1,262.40 which is for the roof repair at the Montesano library. Mrs. Johnson questioned voucher #5035 to Line 'N Tone

- 2 in the amount of \$70.74. Mrs. Morrison said that if graphics will be running enough copies, a metal plate will be made for the offset and Timberland has this done at Line 'N Tone. Chairman Keiski asked if the vouchers listed under books and materials in small amounts are the ones which the Board previously authorized the Business Manager and Library Director to approve. Mrs. Morrison stated that they have not had any come in as yet and that this billing has to be set up with the computer network. Mrs. Morrison referred Board members to the vouchers for expenditures from capital improvement. Voucher #5156 in the amount of \$3,597 to Great Northwest Savings & Loan Assoc. is for retainage, and voucher #5157 to James H. Robinson Co. in the amount of \$68,351 is the last voucher to him. Mrs. Morrison requested that the Board approve voucher #5158 to Timmerman Co. in the amount of \$10,029.83 and instruct her to hold that voucher until the shelving is delivered and installed.

MOTION CARRIED UNANIMOUSLY WITH THE CONDITION THAT VOUCHER #5158 TO TIMMERMAN CO. IN THE AMOUNT OF \$10,029.83 BE HELD UNTIL SHELVING HAS BEEN DELIVERED AND INSTALLED IN THE NORTH MASON LIBRARY.

Chairman Keiski suspended the order of business and introduced Lacey Mayor Karen Fraser.

6 New Business

B. Karen Fraser, Delegate to White House Conference on Library and Information Services

Ms. Fraser said she has the honor of having been selected as a delegate to the White House Conference on Library and Information Services. She requested the opportunity to meet with the Timberland Board tonight to find out if she should be aware of any of the Board members' concerns. About 100 resolutions were made at the Governor's Conference and because there was not enough time for the group to deal with these, the group voted to give this responsibility to the delegates elected. The delegates met in Ellensburg and have about 43 resolutions to present at the White House Conference.

Mr. Law asked which was the most controversial. Ms. Fraser replied that there were several. One was the issue of fees for library service and they ended up with two proposals--that there be no fees, or that there be fees for special services which are expensive to provide. Another big issue was service to the underserved and non-served areas. Ms. Fraser said it surprised her to learn that there are areas in the State of Washington which have no library service. She said there are many kinds of people to serve and they discussed to what extent libraries should provide materials. Shirleen Johnson asked if the question of federal funding was addressed. Ms. Fraser said a resolution was passed asking for a nationwide policy supporting federal assistance. Chairman Keiski asked if there were recommendations to expand the Network. Ms. Fraser said there was some controversy on that issue; some felt the Network should be beefed up and others felt that it was not working that well. There was obvious general support for the Network. Mr. Law asked if any areas of the state were identified as "depressed areas" as far as library service is concerned. Ms. Fraser stated that it

6B depended on who she talked to but she got the general impression that rural areas felt depressed as having fewer library services and also selected groups, particularly racial minorities. There was significant emphasis on the need to have library services better meet the needs of minorities, for example, Indians, or inner-city minorities. There was a lot of discussion on using libraries as community centers. Mrs. Harris asked if there was discussion on getting young people to use the library. Ms. Fraser said there was clearly a desire and high priority feeling about this. There was concern about youth and, tied into that, about school libraries. One recommendation was that school libraries be included in the Basic Education Act.

Chairman Keiski asked what kind of impact the White House Conference will have. Ms. Fraser replied that the purpose of the White House Conference is to develop recommendations to the President and Congress on library and information services on a nationwide basis. She said she trusts that the conference will accomplish this. The extent to which these recommendations will be followed up on depends on the political process and groups around the country letting their representatives and senators know about their feelings on libraries. Ms. Fraser said that the funding will probably be the most difficult issue to address. Mrs. Morrison said she received a report yesterday from Betty Bender and Mike Lynch, library directors, about what is happening in western states in libraries. It appears that there will be a coalition of western states getting together and caucusing to make the voice of the west heard since so many library standards are set up for eastern libraries, and western libraries often are ignored by the federal government.

Mrs. Morrison said that one of her concerns is the large number of functionally illiterate people in this country and she would like to see something come out of the White House Conference which would help identify the role libraries should play in this. Ms. Fraser said she recalls there is a resolution on that subject.

Chairman Keiski expressed his concern with how libraries fit in with the number of groups within our society who speak foreign languages. Historically, library service has helped aid in the Americanization process, but now there seems to be a movement toward speaking foreign languages. Those people still look to their own language culturally and see no reason to speak English. Mr. Keiski said this is a new concept and he thinks this will be a real challenge to public library service. Ms. Fraser said that this was a highly emotional subject at the Governor's Conference. There are some people who feel very strongly that libraries should not be spending money on foreign language materials and that people should learn English.

Chairman Keiski said he is very pleased that Ms. Fraser will be a delegate to the White House Conference. The City of Lacey has always been a good library supporter. Mrs. Voege commented on how Ms. Fraser was selected as a delegate. There were many fine people running and there were two series of votes taken. Ms. Fraser was selected and Mrs. Voege said this speaks highly of her. Ms. Fraser said she is representing the Southwest Washington region. She expressed her appreciation to the Board for having the opportunity to talk with them.

Mary Russell advised the Board that with regard to the Lacey bond issue for a new library they received 55% instead of the required 60% of the votes so the bond issue failed. She said that this was a vote of confidence and that people are concerned and do want a new and larger facility. The Lacey City Council is meeting at noon tomorrow to discuss whether or not they will place this on the November ballot. Mrs. Morrison said that the materials developed by the committee were very well done. Ms. Russell thanked everyone who helped with the campaign. Mrs. Morrison announced that Kitsap Regional Library was successful in getting the 106% limitation lifted and also the bond issue for a branch library at Poulsbo passed with at least a 65% majority. Ms. Russell said she heard that some people who voted "no" on the Lacey bond issue did so because they did not want any more taxes, not realizing that it does not mean additional taxes but merely a shift in taxes.

3 Reports

A. Report of Attorney - Jane Dowdle Smith

Mrs. Smith was unable to attend the meeting because of illness.

B. Board Committee Reports

Mrs. Harris reported briefly on the progress of the North Mason library. She said that she had stopped by the site today and talked with Mr. Robinson. When looking at the library, it seems impossible to her that they will be able to complete it on schedule. Carpet is to be laid on Monday and they will be working on it through the week end finishing up painting and cleanup.

It looks as if they will be able at least to have room to store boxes of books next week when they have to vacate the present building. A "Friend" of the library expressed concern with school children coming to the library. South of the library property there is church-owned ground. There is very little woods between the church clearing and the library parking area. They would like to put in a path for children to walk on so that they won't have to walk on the highway. The Boy Scouts will probably donate their time to building this path. Mrs. Morrison said the shelving is already three weeks late with no firm delivery date in sight.

C. Staff

(1) Library Director - Louise E. Morrison

Mrs. Morrison reported that copies of the preliminary 1980 budget will be mailed to Board members on Monday. Timberland still has no assessed values.

She reminded Board members of the legislative workshop on Monday evening. One item of concern she would like to discuss with legislators is the schedule of budgeting which is impossible to work with. Many cities don't have to have their budgets ready until the first of December, but library districts are supposed to levy earlier and they are unable to find out what the assessed valuation will be. The legislators will be given a demonstration of the Network. The purpose of the workshop

3C(1) will be to express concerns to legislators and to hear their concerns.

Mrs. Morrison reminded Board members of the October 1 meeting with city library Boards and Friends. There have been many acceptances from Boards and Friends.

Shirleen Johnson reported that she and Mrs. Morrison attended a Chehalis Library Board meeting and presented a Certificate of Appreciation to Mr. Gober, who recently completed his second term on the Board. She requested that these Certificates be framed before being presented if it is possible. Other Board members agreed that this would be more appropriate. Mrs. Morrison said she didn't see any reason why this could not be done since the board is recognizing people for their devotion to library service.

3C (2) Associate Director for Research & Planning - Virginia Barton

Mrs. Barton said she was pleased to hear the discussion on literacy with Ms. Fraser. The literacy program done at the PNLA Conference was well attended. Mrs. Barton had some handouts used at the conference available for Board members. She cited some statistics and there was discussion on how the library provides help to the illiterate. About a year ago materials were purchased with funds granted by the Cities of Olympia, Lacey, and Tumwater. There are volunteers available to work with people on a one-to-one basis. Mrs. Barton said that these types of materials have to be put in a location apart from the rest of the collection as the people who need to use these materials generally don't come to the library and look for them. Mr. Keiski suggested that perhaps they need to be more creative in getting these materials to the people who need them. Mrs. Barton said there are mechanical things which are used in libraries, but Timberland would have to apply for a grant to purchase them since they are very expensive. She suggested that perhaps next year they may be able to do this. Mr. Law asked how the functionally illiterate people are identified in society. Do other agencies refer these people to libraries for the help they need? Mrs. Barton said that this happens but they need better coordination among the various agencies in counties. Mrs. Johnson said the welfare department and unemployment department both try to do this but with limited success.

Chairman Keiski asked if plans for better library service to the West Olympia area have been abandoned. Mrs. Barton replied that it has for now since Timberland does not have the staff time and there are vehicle needs in the district that have to be taken care of first. Mrs. Harris said that the Board will probably need to be looking forward to the time when they will have to provide a branch on the West side. Mrs. Morrison suggested that the Board may wish to take a careful look at this situation and set some objectives. Mr. Law said that much of the development on the West side is commercial and that it will probably not become a problem for several years.

(3) Assistant Director for Public Services - Mary Stough (Written)

Mrs. Stough's written report was in the Board's folders.

(4) Assistant Director for Central Services - Sally Loken

Ms. Loken's written report was in the Board's folders.

- 3C (5) Business Manager - Joy W. Ayres

Mr. Ayres' written report was in the Board's folders.

- 4 Correspondence

- A. Letter from Ilwaco Library Board dated 9/18/79 re November 15, 1979 Board Meeting

Mrs. Morrison said that the Board had tentatively scheduled its October meeting on the Peninsula, but apparently the dedication of the Keeler/Hoffman room will be in November. The Ilwaco Board has invited the Timberland Board to meet in Ilwaco on November 15. The Board agreed to take a break at this time while Mrs. Morrison called Don Cox to confirm that he will be able to attend the November 15 meeting.

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

- 4A Mr. Cox will be able to attend the Board meeting on November 15 at Ilwaco and it was agreed that the Board would meet there. It was suggested that Board members may wish to spend the night and the next day visit the Ocean Park library and other libraries on the route home.

The Board agreed to tentatively schedule the October 18 meeting in Aberdeen. Mr. Law said he had occasion to visit the Aberdeen library recently because he had a deposition in the area. He said that he encouraged the use of libraries for this type of thing.

- 5 Unfinished Business

- A. Decision Regarding Site for October Board Meeting

See Agenda Item 4A

- 6 New Business

- A. Resolution re Advance of Travel Fund

Chairman Keiski read the resolution as follows:

"WHEREAS, the Board authorized the establishment of an Advance of Travel Fund in 1971; and

"WHEREAS, This fund was limited to three hundred seventy five dollars (\$375.00); and

"WHEREAS, The authorized amount of this fund has been rendered inadequate because of rising costs for lodging and meals; and

"WHEREAS, The Board wishes to bring this account up to meet current needs; now, therefore, be it

"RESOLVED That the Advance of Travel Fund be increased from an authorization of three hundred seventy five dollars (\$375.00) aggregate to a new authorization of one thousand dollars (\$1,000.00) aggregate."

6A

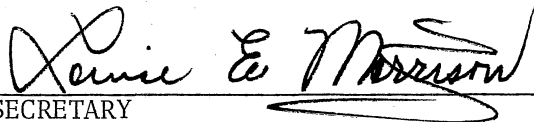
79-91 BOB BAKER MOVED TO APPROVE RESOLUTION NO. 79-16 AUTHORIZING AN INCREASE IN THE ADVANCE OF TRAVEL FUND FROM \$375 AGGREGATE TO \$1,000 AGGREGATE; DOROTHY VOEGE SECONDED THE MOTION AND MOTION CARRIED UNANIMOUSLY.

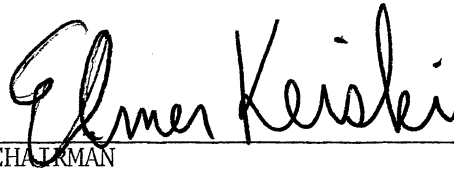
Mrs. Morrison reminded Board members of the meeting with legislators on Monday, September 24, 7:30-9:00 p.m. September 27 is the special Board meeting to approve the preliminary 1980 budget. It was agreed that the Board meet for dinner at the Tyee on September 27 at 6:30 p.m. and hold the meeting there at 7:30 p.m. Mrs. Morrison reminded Board members that they need a four-county quorum at the special meeting.

There being no further business,

79-92 SHIRLEEN JOHNSON MOVED THAT THE MEETING ADJOURN; ALICE HARRIS SECONDED THE MOTION AND MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 9:10 p.m.


SECRETARY


CHAIRMAN