

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

January 20, 1982

I N D E X

<u>AGENDA ITEM NO.</u>		<u>Page No.</u>
1	Approval of Minutes	
	A. December 17, 1981 Regular Meeting	1
	B. December 29, 1981 Annual (Special) Meeting	1
2	Approval of Vouchers	
	A. December Finals	2
	B. January Vouchers	2
3	Reports	
	A. Business Manager - Michael A. Crose	2
	B. Timberland Attorney - Herbert H. Fuller	2
	C. Library Director - Louise E. Morrison	3
4	Correspondence	
	A. Letter dated 12/21/81 from Mason County Commissioners confirming appointment	4
	B. Letter dated 12/22/81 from Grays Harbor County Commissioners confirming appointment	4
	C. Letter dated 12/29/81 from Pacific County Commissioners confirming appointment	4
5	Unfinished Business	
	A. Set Date for Shirt-Sleeve Work Session	4
6	New Business	
	A. Authorization for Coupon Warrant Sale	5
	B. Authorization for Roberts and Shefelman to act as Bonding Counsel	5
	C. Contract with Pacific Northwest Bell	6
	D. Identify Rush Drake as Supplier and Service Agent for Multiplexors	6
	E. Application for Grant for LSCA Title I Funds	6
	F. Set Date and Agenda for Special Meeting (to approve the Resolution authorizing Coupon Warrants)	5
7	Other Agenda Items	
	A. West Library Service Area	7
	B. Shirt-Sleeve Work Session on January 30, 1982	7
	C. Annexation	7

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M I N U T E S

BOARD MEMBERS PRESENT:

Dorothy Voege, Chair - Grays Harbor County
Jean Haakenson - Member-at-Large
Alice Harris - Mason County
Donald L. Law - Member-at-Large
Larry Parsons - Lewis County
Paul Polillo - Pacific County

STAFF PRESENT:

Louise E. Morrison, Library Director
Virginia Barton, Associate Director for Research & Planning
Mary Stough, Assistant Director for Public Services
Tom Mayer, Supervisor-Personnel Administration
Michael Crose, Business Manager
Steve Metcalf, Library Automation Project Librarian
Kitty Schiltz, Non-Print Materials Coordinator

Herbert H. Fuller, Timberland Attorney
Liane Bascou, Board Recording Secretary

Dorothy Voege called the meeting to order at 7:35 p.m. She welcomed new Board member, Jean Haakenson, from Lewis County.

AGENDA ITEM
NO.

- 1 Approval of Minutes
- A. December 17, 1981 Regular Meeting
- 82-1 ALICE HARRIS MOVED TO APPROVE THE MINUTES OF THE DECEMBER 17, 1981 REGULAR MEETING; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.
- B. December 29, 1981 Annual (Special) Meeting
- 82-2 ALICE HARRIS MOVED TO APPROVE THE MINUTES OF THE DECEMBER 29, 1981 ANNUAL (SPECIAL) MEETING.

Mr. Fuller advised that there was an error in his report on page 7 at the top of the page where it states: "For instance, if Timberland allows a vehicle to be used in any way and it amounts to over \$100, this has to be reported." It should instead state: "For instance, if an individual used his/her vehicle in any way and it amounts to over \$100, this has to be reported." He said that a Timberland vehicle should not be used at all. Mr. Law requested that a copy of the Trustee Code of Ethics be attached

1B to these minutes in order that anyone reading the discussion of the Trustee Code of Ethics may refer to them.

82-3 ALICE HARRIS AMENDED HER MOTION TO APPROVE THE MINUTES OF THE DECEMBER 29, 1981 ANNUAL (SPECIAL) MEETING WITH ADDITIONS AND CORRECTIONS; LARRY PARSONS SECONDED THE MOTION. MOTION CARRIED.

2 Approval of Vouchers

A. December Finals

82-4 PAUL POLILLO MOVED TO APPROVE DECEMBER FINAL VOUCHERS NO. 9909 THROUGH NO. 9944 IN THE AMOUNT OF \$20,944.42; DON LAW SECONDED THE MOTION.

Mr. Law questioned voucher No. 9926 in the amount of \$583.58 to Kildow Brothers. Mr. Crose stated that this is for garden bark and weed killer for the area around the Service Center. Mr. Law asked how much of this amount is for the garden bark. Mr. Crose replied that the garden bark is the major expense and the weed killer does not represent a substantial amount. Mr. Crose did not have the figures readily available.

MOTION CARRIED.

B. January Vouchers

82-5 LARRY PARSONS MOVED TO APPROVE VOUCHERS NO. 9945 THROUGH NO. 10064 IN THE AMOUNT OF \$55,650.29; ALICE HARRIS SECONDED THE MOTION.

Mr. Polillo stated that the public utilities amounts seem much higher. Mr. Crose stated that during this time of the year the public utilities always are higher and that they go down during the summer months. He said that he has budgeted 37% higher in 1982 than in 1981 for public utilities. Mr. Law asked how much the district pays for public utilities and Mr. Crose replied about \$45,000. Mrs. Harris asked how much the district pays for telephone and Mr. Crose replied about \$48,000. He said that since the SCAN lines have been installed, the telephone costs are substantially lower. However, when the circulation system is installed, the cost will go up again.

MOTION CARRIED.

3 Reports

A. Business Manager - Michael A. Crose

Mr. Crose had nothing further to add to his written report.

B. Timberland Attorney - Herbert H. Fuller

Mr. Fuller had no report.

3 C. Library Director - Louise E. Morrison

Mrs. Morrison reported that the legislative planning committee of the Washington Library Association had decided which bills needed to be watched during this legislative session. The Senate passed a concurrent resolution which continued the life of bills which were introduced during the 1981 regular session. One of these is House Bill 476 which is privacy of library records, sponsored by Thompson, Monohan and Wilson. This is expected to be amended to language recommended by Tom Bjorgen of the Attorney General's Office, who represents the State Library, so that it will be more protective of libraries. The sponsors have agreed to this revision. Mrs. Morrison further reported that House Bill 626, which is the civil penalty anti-pornography bill, is still alive, sponsored by the House Committee on Ethics, Law and Justice and Representatives Ellis, Walk and Owen. She stated that the proponents are rewriting sections in order to assure its constitutionality. Mrs. Morrison said that libraries have been assured that they will continue to be exempt. Mrs. Voege asked what this bill deals with. Mrs. Morrison stated that this was the one which was found unconstitutional. Mr. Law said that he is presently in the process of registering for a client as a lobbyist with the Public Disclosure Commission. He said that he will be watching this bill closely on behalf of that client. Mr. Law stated that the whole matter has been thrown in limbo by the U.S. Supreme Court Opinion which came out early in December involving Idaho. He said the moral nuisance concept in this bill is the same as Initiative 335 which was passed by the voters about two years ago and then found to be unconstitutional by the federal court. Mr. Law said HB 626 is supposed to be different and is supposed to avoid the problems that came from Initiative 335. One of the things Mr. Law said he understands in terms of concept is that no one will be able to open a new shop to sell pornography, or theater, or library, or whatever, but existing entities such as book stores, magazine stores, theaters, and he supposes library branches, would not be covered by the legislation. Mrs. Morrison said that as she understands it, the main basis for the decision of constitutionality of it had to do with prior restraint of first amendment rights and the sponsors are working very carefully to avoid this. She said this is dangerous and libraries are watching this closely to make sure that libraries remain exempt.

Mrs. Morrison further reported that there is a bill concerning Lopez Island which she believes she has written to Board members about in weekly memos. She said this bill has been completely rewritten and in its present form, assuming that bill drafting does as good a job putting this in legal language as library people did in putting the concept on paper, will be acceptable. What this bill does is set up a new kind of district rather than just to amend the existing law. It would allow for the formation of a library district in a part of a county but which would be confined to an island county which is composed entirely of islands and has a population of less than 25,000.

3C Mrs. Morrison said that there is still concern for the Washington State Library budget. She said that library people are concerned that legislators continue to ignore the library community when they write new legislation. Mrs. Morrison said that House Bill 857 is a good example. She said this gives to state agencies, to schools, to cities and towns, and fire protection districts the ability to put out for bid the auditing of the books upon which the State Auditor might also bid. She said that libraries were left out and hopefully libraries will be added.

Mrs. Morrison further reported on Senate Bill 4606 sponsored by Zimmerman, Hemstad and Wilson. This bill amends R.C.W. 27.12.190 regarding appointment, election, removal and compensation of library trustees. Where it states "In cities and towns five trustees shall be appointed by the mayor with the consent of the legislative body" the following language has been added: "except that cities and towns which contract for library services are not required to appoint and maintain a board of library trustees." Mrs. Morrison said it is her understanding that this was introduced at the request of the Association of Washington Cities.

Mrs. Morrison reported that the monthly activities report for the Washington Library Network has come through. Timberland has added another 8,000 volumes and is still No. 3 in holdings in the Washington Library Network for public libraries in Washington State. Seattle Public is No. 1 and King County Library is No. 2.

4 Correspondence

- A. Letter dated 12/21/81 from Mason County Commissioners confirming appointment
- B. Letter dated 12/22/81 from Grays Harbor County Commissioners confirming appointment
- C. Letter dated 12/29/81 from Pacific County Commissioners confirming appointment

Mrs. Voege acknowledged receipt of letters from Mason County, Grays Harbor County and Pacific County Boards of Commissioners confirming the appointment of Jean Haakenson to the Board. Mrs. Morrison stated that she has had a verbal confirmation from Thurston County which will be followed by a letter. She said that she assumes that confirmation of appointments requires a majority of County Commissioners although no one has defined this. In any case, she stated that Mrs. Haakenson's appointment is unanimous. Mr. Law said that it might be interesting to have Timberland's attorney express an opinion on this.

5 Unfinished Business

- A. Set Date for Shirt-Sleeve Work Session

Mrs. Voege stated that January 30, 1982 has been suggested for the shirt-sleeve work session. Mr. Law stated that annexation elections

5A are coming up on February 2 and however these elections turn out, it will have a dramatic effect on the library district, which will result in some changes. He suggested that the Board hold off on the shirt-sleeve work session until after February 2. Mrs. Voege distributed a list of some possible agenda items for the shirt-sleeve work session. Mr. Parsons expressed his concern that a full Board be present at the work session. Mr. Law stated that it is entirely possible that Thurston County Commissioners will not have made an appointment by January 30. He said that there are seven or eight extremely well-qualified candidates in the running for this position and he is sure that the Thurston County Commissioners want to carefully consider each person before making the appointment. After further discussion of possible dates,

82-6 LARRY PARSONS MOVED THAT THE BOARD MEET FOR A SHIRT-SLEEVE WORK SESSION ON SATURDAY, JANUARY 30, 1982, AT 9:30 A.M. AT THE SERVICE CENTER; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED.

It was agreed that the Board would break for lunch at 12:00 noon and reconvene at 1:10 p.m.

6 New Business

F. Set Date and Agenda for Special Meeting (to approve the Resolution authorizing Coupon Warrants)

Mrs. Voege suggested that this special meeting be set on January 30, 1982, at 11:30 a.m. at the Service Center and that the agenda will be approval of the resolution authorizing coupon warrants.

82-7 DON LAW MOVED THAT THE BOARD MEET IN SPECIAL SESSION ON JANUARY 30, 1982, AT 11:30 A.M. AT THE SERVICE CENTER FOR THE PURPOSE OF APPROVING THE RESOLUTION AUTHORIZING COUPON WARRANTS; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED.

A. Authorization for Coupon Warrant Sale

Mr. Crose stated that he assumes that since the Board has set a special meeting on January 30, 1982, that he and Mrs. Morrison have permission to proceed with the paperwork on the coupon warrant sale. He reported that there has been communication between Timberland and the Seattle-First National Bank and these coupon warrants can be sold at a private sale at 13 3/4% interest for six years. Mr. Crose stated that the bonding counsel has to put together a package of information on Timberland, and arrange for printing of the warrants.

82-8 PAUL POLILLO MOVED TO AUTHORIZE THE COUPON WARRANT SALE; JEAN HAAKENSEN SECONDED THE MOTION. MOTION CARRIED.

B. Authorization for Roberts and Shefelman to act as Bonding Counsel

82-9 ALICE HARRIS MOVED TO AUTHORIZE ROBERTS AND SHEFELMAN TO ACT AS BONDING COUNSEL; LARRY PARSONS SECONDED THE MOTION.

- 6B Mr. Crose stated that Roberts and Shefelman had acted as bonding counsel in the coupon warrant sale for the library at North Mason. Mr. Parsons asked if this firm was adequate. Mr. Crose said he was not involved with that sale, but understands that Roberts and Shefelman does an excellent job. He said that this firm also has some of the information already which will save time and expense.

MOTION CARRIED.

C. Contract with Pacific Northwest Bell

Steve Metcalf had a copy of Pacific Northwest Bell's proposal to Timberland which Timberland has modified to suit the situation. Mr. Metcalf distributed information to Board members including a schematic of how the terminals in the libraries will be joined to the computer and a cost sheet. He stated that Timberland is faced with making decisions on three different types of equipment: the telephone lines themselves, modems which act as translators, and multiplexors which allow Timberland to run more than one terminal on a line. Mr. Metcalf referred to his memo of January 15, 1982 to Sally Loken in which he recommends that Rush Drake be recognized as supplier of the multiplexors. Board members previously received a copy of this memo. Mr. Parsons asked if Mr. Metcalf shopped around for multiplexors. Mr. Metcalf replied that he looked into two other sources and neither of them was able to offer as good a deal as Rush Drake. Mrs. Harris asked if the costs are about what were expected. Mr. Metcalf stated that as he understands it from George Rickerson, Project Director, these monthly charges are somewhat higher than anticipated. Mrs. Harris expressed her appreciation of the circulation system glossary which Mr. Metcalf prepared. Mr. Parsons stated that he is impressed with how this complicated matter has been presented to the Board in a language which Board members can understand.

Mrs. Morrison recommended that the contract be approved.

82-10

LARRY PARSONS MOVED TO APPROVE THE CONTRACT WITH PACIFIC NORTHWEST BELL; DON LAW SECONDED THE MOTION. MOTION CARRIED.

- D. Identify Rush Drake as Supplier and Service Agent for Multiplexors

82-11

DON LAW MOVED TO IDENTIFY RUSH DRAKE AS SUPPLIER AND SERVICE AGENT FOR MULTIPLEXORS; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED.

- E. Application for Grant for LSCA Title I Funds

Mrs. Voege stated that Timberland continues to serve as fiscal agent for the West Library Service Area funds.

82-12

LARRY PARSONS MOVED TO APPROVE THE APPLICATION FOR A GRANT FOR LSCA TITLE I FUNDS; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED.

7 Other Agenda Items.

A. West Library Service Area

Mrs. Barton announced that the next meeting of the West Library Service Area is scheduled for February 19. She said that Lee Raaen, who is chairing ACLU's Committee on Freedom of Expression, will be speaker. Alice Harris said that she is planning to attend and Mrs. Morrison also indicated that she will probably attend.

B. Shirt-Sleeve Work Session on January 30, 1982

It was agreed that the Board would have lunch at the Tye on that day. Mrs. Voege said that the Management Team is cordially invited to also attend the shirt-sleeve work session and suggested that a firm agenda can be prepared so that it will not be absolutely necessary for Management Team to be present all day but only for those matters which they need to be present for as resource staff.

C. Annexation

Mr. Law said that he is pleased that staff was able to get the paperwork out to rapidly with regard to the annexation elections and complimented everyone concerned. Mr. Fuller complimented the director on the annexation fact sheet which was prepared.

There was no further business and the meeting was adjourned at 8:40 p.m.

Dorothy K. Gaege
CHAIR

Louise E. Morrison
SECRETARY