

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

June 16, 1982

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M I N U T E S

BOARD MEMBERS PRESENT:

Dorothy Voege, Chair - Grays Harbor County
Doris Fourre - Thurston 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
Mary Stough, Assistant Director for Public Services
Sally Loken, Assistant Director for Central Services
Tom Mayer, Supervisor-Personnel Administration
Mike Crose, Business Manager
Vicky Campbell, Youth Services Coordinator
Peg Coppinger, Olympia Librarian
Becky Dasen, CSA II, Service Center
Doug Gelis, Courier, Service Center
Alma Greenwood, Area Reference Librarian, Service Center
Tom Joselyn, Chehalis Librarian
John Keplinger, CSA II, Service Center
Chapple Langemack, North Mason Librarian
Andrea Matchette, Reference Assistant, Olympia
Darlene McLernan, Secretary, Service Center
Penny Murphy, Sr. CSA, Service Center
Joyce Nichols, Tumwater Librarian
Chris Peck, Hoquiam Librarian
Kitty Schiltz, Non-Print Materials Coordinator
Karin Schumaker, Library Associate-Central Services
Harlan Zinck, CLA II, Olympia

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

GUESTS PRESENT:

William E. Cullen, Jr., Olympia Library Board
Bill Fosbre
Allen Marsh

Mrs. Voege called the meeting to order at 7:35 p.m.

AGENDA ITEM
NO.

1 Approval of Minutes

82-37 JEAN HAAKENS ON MOVED TO APPROVE THE MINUTES OF THE MAY 19,
1982 MEETING; ALICE HARRIS SECONDED THE MOTION. MOTION
CARRIED.

2 Approval of Vouchers

Mrs. Voegel stated that payroll and payroll-related vouchers had amounted to \$249,141.43 for the month of May 1982.

82-38

ALICE HARRIS MOVED TO APPROVE EXPENSE VOUCHERS #10736 THROUGH #10894 IN THE AMOUNT OF \$106,730.69; PAUL POLILLO SECONDED THE MOTION.

Mrs. Harris questioned voucher #10789 to Olympia Credit Bureau in the amount of \$478.49. Mr. Crose reminded the Board that Timberland uses a credit agency for collection of long-overdue materials. Mrs. Haakenson questioned why Timberland would be submitting a voucher to the credit bureau rather than the credit bureau submitted a check to Timberland and Mr. Crose stated that it involves a rather unusual arrangement. For instance, if the credit bureau collects \$1,000 in cash and/or materials, Timberland then has to pay the credit bureau \$500 for the service. Mr. Parsons questioned voucher #10836 to Union Oil in the amount of \$317.84 and Mr. Crose stated this is for payment of fuel charged on a credit card. Mrs. Morrison referred to voucher #10894 to the Washington Library Network in the amount of \$13,145.90 and stated that this includes over \$4,000.00 for Timberland's customized microfiche catalog which has only TRL's holdings listed for use in TRL's outlets.

MOTION CARRIED.

Mrs. Voegel requested that an agenda item be added under Agenda Item 5 Unfinished Business, D. Consideration of the RIF Policy. She also requested that Agenda Item 6 New Business, C. Citizen's Request for Reconsideration of a Book, be the next order of business. Mrs. Voegel stated that Allen Marsh, who has made the Citizen's Request for Reconsideration of a Book, is present and has traveled quite a distance.

6 New Business

C. Citizen's Request for Reconsideration of a Book - Allen Marsh

For the benefit of those in the audience, Mrs. Voegel said that Mr. Marsh is a resident of Ocean Shores and a teacher at Moclips. She stated that one of Mr. Marsh's students had a cassette tape from Timberland, which was a George Carlin comedy routine, and that Mr. Marsh took strong objection to the tape. Mrs. Voegel said that Mr. Marsh discussed this with Chris Peck, librarian at Hoquiam, and Mrs. Peck then referred the matter to Mrs. Morrison. She stated that Mrs. Morrison and Mr. Marsh have corresponded with each other and Mr. Marsh has chosen to attend tonight's meeting.

Mr. Marsh complimented Timberland's policy to hear complaints. He said that when he filed the complaint, he really did not expect to hear anything further on the matter. Mr. Marsh said that the problem he has with the tape is that a particular section which the student was playing in the classroom was obscene. He explained that the students had finished an assignment and he was giving them a rest period and this particular student had turned the volume up loud enough so that other students could hear the tape. Mr. Marsh said he took the tape away from the student and was surprised to learn that it came from Timberland. He said that, to him, it is inappropriate

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for minors to have at their disposal this type of material. Mr. Marsh said he does agree with the policy that parents should be able to decide what their children should or should not read. He stated that when materials are available at random in the public library for minors to check out, parents and guardians assume that the materials are O.K. Mr. Marsh said that he did discuss this with the student's grandmother and she knew that the boy was checking out tapes from the library, but was not aware that it was of this type of material. She said she assumed that since it was from the library it was suitable for him to listen to. Mr. Marsh said that the main reason he elected to come to tonight's meeting is because he would like the Board to adopt a policy whereby more generalized materials such as this tape could be set aside in an adult section and if parents want their children to check out this type of material, it would be suitable. He said he strongly believes that parents and guardians should have the right to say if they want their children to have materials which are generally obscene.

Mrs. Voegel asked for comments from the Board. Mr. Law asked if this needs to have some action taken on the part of the Board. Mrs. Voegel stated that Timberland does have a policy and she said that she would like to hear comments from the Board. Mrs. Harris stated that she approves of Timberland's policy and that is the way Timberland has always proceeded. Mrs. Voegel explained that the Board has adopted the Freedom to Read statement, Freedom to View statement and the Library Bill of Rights. Mr. Marsh said that he sees no problem with this for the adult population. He said that in American society, we recognize that certain materials are not suitable for minors and this should also apply to libraries. Mr. Marsh said that one of the options on the complaint form was to request that the materials be set aside for adult consent or adult request and he assumes from that, that is the policy of Timberland with some materials. Mrs. Voegel stated this is not so. Mr. Marsh said that he had made the wrong assumption and Mrs. Voegel recalled that Mr. Marsh did make the statement that he would like to see this material withdrawn from the library completely but he recommended also that it be put on a closed shelf and circulated only on requests from adults. Mr. Law stated that perhaps Mr. Marsh has the impression that Timberland has a current policy which segregates materials and Mr. Marsh stated that is true. Mrs. Voegel said that this statement on the complaint form might lead people to believe that; however, Timberland does not have such a policy. Mr. Marsh requested that Timberland make categories of materials along that line. Mr. Law asked Mr. Marsh that if such determination were to be made of materials, who would decide? Mr. Marsh replied that he is sure that most any adult or adult committee would be able to determine what is generally obscene type of materials and what is not. He said that certain words are socially unacceptable for minors and as they become more common, it becomes more commonplace for juveniles to use these words.

Mrs. Voegel said that she admired Mr. Marsh for his interest and taking the time to come to the meeting and taking an interest in the student and the tape. She said she wishes more teachers and parents were aware and caring. Mrs. Voegel noted that Mr. Marsh used the word "suitable" and she stated that that is a value word, and that word refers to one's individual values, which she said the library is

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studiously avoiding. Mrs. Voegel asked Mr. Marsh if the tape in question is available in stores and Mr. Marsh replied that he did not know. She asked if in the event the library put this tape aside, would it not be available to children in a store? Mr. Marsh said this might be possible; however, he said there is a distinction between private enterprise and public funds. He said his taxes are supporting Timberland. He said all kinds of things are sold by private enterprise, but this does not mean that the material needs to be available to the public in the library.

Mr. Law stated that at first Mr. Marsh suggested that this type of material be set aside in the library and not be available to minors and now Mr. Marsh seems to be saying that the library should not be spending public money to be purchasing this material. Mr. Law asked Mr. Marsh if his objection is that these materials are available at all or that they should be unavailable to minors. Mr. Marsh said his first objection is buying these materials with public funds but even further his objection is that these materials are available to minors.

Mrs. Morrison stated that she thinks one of the pitfalls that everyone falls into is thinking that this kind of material is not something that anyone would want to hear, when in fact it is. She said people also fall into the pitfall of thinking that "our" taxes went for this material. Mrs. Morrison said that Timberland buys books which Mr. Marsh likes with his taxes and buys books that other people like with their taxes and in fact Timberland serves the whole spectrum of society with its myriad of tastes, reading levels and interests. She said there are, in fact, requests for this type of material. Mrs. Morrison said that Timberland staff does not make that kind of value judgment. Mr. Marsh said that his objection is that children can come into the library and obtain these materials without their parents being aware of it. Mrs. Morrison said that she does not think it is up to Timberland staff to determine what children will or will not check out and she thinks it is unfair to put that burden on the staff. She said that this responsibility belongs to the parents.

3

Reports

A. Board - Lines of Communication - Larry Parsons

Mr. Parsons said that he would like to report on this at the July meeting.

Mr. Parsons referred to the Guidelines for Public Libraries in the budget process in the Office of the State Auditor's Budgeting Accounting and Reporting System (BARS) which was compiled by Mike Crose of Timberland and Jan Blumberg of the State Library. He said this is a real feather in Timberland's hat to have someone of Mr. Crose's quality do this. Mr. Parsons stated that this was an outstanding piece of work.

4

Correspondence

A. Letter from Ruth Watson, Director, Fort Vancouver Regional Library

Mrs. Voegel said she received a letter this month from Ruth Watson, Director, Fort Vancouver Regional Library. Mrs. Voegel read the letter as follows:

- 4A "Our offices recently received the revised BARS code for use in libraries and subsequent budgets. The changes developed by the administration of the Timberland system are excellent. They reflect an understanding of the purpose of the original BARS and the difficulty of interpretation and use encountered by librarians. The revised BARS will allow us to correctly reflect through our budgeting the actual use of materials, services and supplies. Mrs. Morrison and Mr. Crose are to be particularly commended for their clarity of thought, vision and achievement."

Mrs. Morrison responded that the credit goes entirely to Mr. Crose.

3 Reports

B. Staff

(1) Business Manager - Michael Crose

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

(2) Timberland Attorney - Herbert H. Fuller

Mr. Fuller stated that he feels there is a need for some kind of booklet which sets forth all of the laws pertaining to libraries in Washington State with annotations of all the Attorney General's opinions. He said he is not aware that such a book exists. There is a national compendium with all the laws of the United States which includes a little on the State of Washington. Mr. Fuller said he has discussed this with other staff in his office and they are making arrangements to try to get a part-time intern from the University of Puget Sound this fall. This intern would not be paid, but would receive credit for assisting in this project. Mr. Fuller said it is his hope that in the next 6 to 8 months, this intern will be able to develop a working tool for the use of not only Timberland but perhaps can also be available to other libraries in the state. Mr. Fuller said this would be at no cost to Timberland.

(3) Library Director - Louise E. Morrison

Mrs. Morrison introduced the new Youth Services Coordinator, Vicky Campbell, who started with Timberland on June 1, 1982.

Mrs. Morrison reported on a recent burglary in the Olympia Library in which approximately \$2,200 worth of equipment was stolen. She said that apparently, since there was no visible sign of forcible entry, the police are assuming that someone had propped the door open to get back in later or had hidden inside the building. Mrs. Morrison said that A-V equipment was stolen as well as the microwave oven in the staff room. Mrs. Coppinger said that almost all of the equipment originally had been purchased by the Olympia Friends of the Library.

Mrs. Morrison further reported on a recent workshop she attended on evaluation of library directors. She said she was delighted that three TRL Trustees had also attended. Mrs. Morrison said that she assumes that the Board will discuss this at a later point.

Mrs. Morrison said that later on the agenda there is an item which

3B(3) she will make a recommendation on at this time, which is to proceed with the execution of the extension of the contract with the Washington Library Network. Mrs. Morrison said that Timberland signed the contract with WLN in October 1977; in 1978, there was no change to the contract except for the schedule of charges; in 1979, an attachment was added which has to do with the schedule for letting participants know the budget setting process and when the billing will be done; in 1980, there was a change in the Washington Administrative Code; in 1981, language was added to cover WLN ownership of the deposit Hazeltine Mod I terminals which libraries have and which are owned by the State Library, and they will revert to the State Library at some future date; in 1982, there was a provision for unilateral amendment of the schedule of charges by joint action of the State Library Commission and the Data Processing Authority (this was necessary because it is a revolving fund and money can only be spent as it comes in from use of the system). Mrs. Morrison said that this year there are two minor changes, one of which provides for the Commission to change the schedule of charges provided that at least six months notice is given. The second change is the change in the termination clause which allows either party to terminate with six months prior written notice without being at the end of the contract period. Mrs. Morrison requested that later, under Agenda Item 6B, the Board authorize her to execute the extension of the contract.

Mrs. Morrison reported that she and Mary Stough and Mike Crose attended the Tenino City Council meeting last night at the request of one of the councilmen. This council member had called Mrs. Morrison and explained that the council had several questions and staff had gone prepared to answer these questions. However, Mrs. Morrison said that the council asked some additional questions which are in the Board's folders which may become a question of Board policy. Mrs. Morrison requested that this matter be added to the agenda. See Agenda Item 7A.

Mrs. Morrison reported that she had discussed the Ocean Park situation with several people this afternoon. She had not discussed this further with Mr. Polillo and she also received a telephone call from Bonnie Sayce that she has additional information. Mrs. Morrison said she will report on this further in her weekly memo to the Board.

Mrs. Morrison further reported that Chahal's had made the decision to put the annexation issue on the November ballot.

Mrs. Morrison announced that the Washington State Library will no longer be renting the storage space from Timberland as of the end of June 1982. The State Library needs additional space and Timberland is unable to provide it and this resulted in a decision to consolidate WSL storage at one site.

Mr. Parsons asked if Chehalis has canceled its contract in the event the annexation does not pass. Mrs. Morrison stated that Timberland has not received any cancellation notice nor does she have any word on whether Chehalis has agreed to sign the building support agreement. However, she said that Chehalis is aware of the Board's requirements for annexation.

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(4) Assistant Director for Public Services - Mary Stough

See Agenda Items 5B and 5C.

(5) Assistant Director for Central Services - Sally Loken

Ms. Loken reported that the automated circulation data base loading is proceeding. She stated that she anticipates that training on how to do the conversion, as well as a few other things such as patron registration, will begin the first week in August. Ms. Loken stated that the conversion will begin at the Tumwater library the second week in August, then Lacey and then Aberdeen. She said that once staff sees how the response time is, they will either add another library after the Lacey library is finished, or perhaps add another while conversion is taking place at the Lacey library. Ms. Loken said she will be working intensively with the supervisors of the large buildings with regard to scheduling for and during conversion.

(6) Supervisor-Personnel Administration - Tom Mayer

Mr. Mayer had no report.

5

New Business

A. Retention of Labor Relations Consultant

Mrs. Voege said that for the past several years, Gary Hulbert has represented the Board in labor negotiations.

82-39

DORIS FOURRE MOVED THAT THE BOARD RETAIN GARY HULBERT AS LABOR RELATIONS CONSULTANT IN THE UPCOMING LABOR NEGOTIATIONS; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED.

B. Review of A-V Policies and Video Equipment in Timberland

C. Review of TRL Goals in Relation to Encouraging Children to Read

Mrs. Stough said she would like to address both of these agenda items at this time. She referred the Board to her written report which really does not speak to these two things specifically except that she said in her report that Timberland is consistent with its policies. Mrs. Stough said that TRL's goals cover all of the services and materials. She said Timberland does not have a specific policy that says what TRL does in terms of audio-visual. Mrs. Stough referred to Timberland's Book Selection Policy which she said really should read "Materials" Selection Policy. There are sections included on use of library books and book collection maintenance. Mrs. Stough stated that her point is that Timberland looks at this from the point of view of services and materials. She said that if anyone wonders if Timberland encourages children to read, the answer is "yes." She referred to the Minimum Standards for Youth Services which speaks specifically about collection maintenance and about book talks in the schools, which is definitely a promotion of reading. Mrs. Stough said there is no single statement that says Timberland promotes reading, but she thinks that this is a natural assumption. Mrs. Stough said she would also like to speak about confusing format and service. She said that a book is a format and a film or video tape is a format by

5B & C which people get information or recreation. Mrs. Stough said that she does not think that TRL or any other library would say that one is "better" than the other. She said that one is different from the other. Mrs. Stough said that children's librarians in Timberland, by virtue of the minimum standards, promote books to children in school and to children in the library. She stated that she does not think that the existence of TV in the library is calculated to reduce the ability of children to read or place reading in a lessor priority. She said there is no end to this controversy. Mrs. Stough said that she thinks people are over-reacting to the contents of TV. She stated that in looking at some books or listening to some cassette tapes, people could question their value in both cases. Mrs. Stough stated that these are more philosophical interpretations of Timberland's policy and she thinks Timberland is firm in these policies. Mrs. Stough asked Kitty Schiltz, Non-Book Materials Coordinator, to speak about what exists in the libraries in audio-visual and the budgetary considerations on how Timberland continues to maintain audio-visual services.

Mrs. Schiltz reported that Timberland owns 671 16mm films and 87 video cassettes. She said that these are distributed throughout the five media centers at Aberdeen, Centralia, Olympia, Raymond and South Mason. She stated that these media centers are similar to Timberland's reference centers which are backups for reference support. She explained that each media center has a film packet of about 100 titles and these are rotated every two months. Mrs. Schiltz further explained that Ocean Park and Packwood libraries have mini-packets which rotate from those libraries every week. She said that in 1981, films were checked out 44,895 times and 860,594 people saw these films. She stated that each TRL film center has a film clerk or two and these clerks are responsible for the physical care of the films. After each film is viewed, it is cleaned and inspected for damage. Mrs. Schiltz said that the film clerks are also responsible, along with the building supervisors, for promoting films by advertising, thinking of poster designs or programs. She said that the clerks also teach people how to take care of the films and projection equipment. Clerks also help preview films before Timberland purchases them. Mrs. Schiltz stated that film selection is made after preview of films and by reading favorable reviews in journals. Patrons and other staff members may also request to preview films. Mrs. Schiltz said the films are evaluated by three staff members. Positive comments by staff and budget considerations are deciding factors on whether or not Timberland will purchase the films. Mrs. Schiltz said that the objective of film selection is to add films which will enrich the collection and maintain an overall balance. She said that Timberland looks for films which will inform, uplift and entertain the patrons. She said these patrons may be of any age and location in the district. Mrs. Schiltz referred Board members to a list of equipment and some selected film statistics in their folders.

Mrs. Schiltz said that one of her main goals as Non-Book Materials Coordinator is the integration of film service in the libraries. In doing this, she is trying to make staff aware of what films Timberland has and various ways to encourage their use. She said that local staff know the needs of their communities better than she does and she encourages them to let her know what interest areas Timberland is not serving. Mrs. Schiltz said that film and video

5B & C holdings have been and are being added to the WLN database and these are beginning to show up in Timberland's micro-fiche catalog. She stated that 16mm films range in price from \$135 for a 10 minute short to \$1,500 and more for a feature film, and the average cost to Timberland is about \$500. She said that video cassettes cost anywhere from \$25 to \$375 and average between \$80 and \$90 for Timberland.

Mrs. Schiltz said that her experience as Non-Book Materials Coordinator has been short. She was formerly the Raymond librarian. As the Raymond librarian, Mrs. Schiltz said she was sometimes asked to speak to various organizations such as Kiwanis, Lions, etc., and she would always try to talk about Timberland's services, such as the toll-free number, bookmobile service, children's services and film services. She said that the majority of the comments and questions at these meetings seemed to be about films.

Mrs. Schiltz stated that for some information, the best format is the written word, but this is not always the case. For instance, she said that a motor manual might help one patron, but a visual presentation would be more helpful to another.

Mrs. Schiltz said that Timberland's Book Selection Policy sets as its major goals in book selection the advancement of knowledge, the education and enlightenment of the people of the communities it serves, and the provision of recreational reading. She said this is the goal in the selection of films as well.

Mrs. Voege asked for comments or questions from the Board on Mrs. Stough's and Mrs. Schiltz's presentations. Mrs. Harris expressed her thanks for all the work in pulling these reports together. Mr. Law asked when the first purchase of a video cassette was made by Timberland and Mrs. Schiltz replied that video cassettes were first purchased at the end of 1981. Mr. Law asked if this is still an experiment and Mrs. Schiltz replied that is true. She said it was recommended that Timberland spend 10% of the film budget on video cassettes and this has been spent. Mr. Law asked what staff envisions to be the next step. Mrs. Schiltz stated that staff will evaluate the experiment and determine whether or not it was a success. Mr. Law asked when this evaluation will be done and Mrs. Schiltz replied that the experiment will end in December 1982. Mrs. Morrison pointed out that Timberland has not publicized this experiment. Mr. Law asked what would be the time frame for the decision that the experiment was or was not successful. Ms. Loken stated that she would assume that Timberland would want to make this decision before the distribution of the materials budget is made next year. Mr. Law asked how much the 87 video cassettes cost and Mrs. Schiltz replied that they cost about \$3,800. Mr. Law asked if the experiment is determined to be a success and the purchase of video would continue, who would make the decisions. Mrs. Morrison stated that if Timberland purchased a wall map or a book atlas or a fold up map, they are all maps. She said that as far as video tapes are concerned, they are cheaper and easier to handle than 16mm films. She said that she is not sure what Mr. Law means when he asks who will make the decision. Mr. Law said his question has to do with the decision to change to video format and the way it will be done. He asked if the Board will decide or will the staff decide? Mrs. Morrison stated that this is something she would not have thought to ask the Board about. Mrs. Fourre said she would not think of asking about this unless she was going to tell staff how to buy maps

5B & C or books or anything. Mr. Law stated that this is a major format decision which has a number of policy considerations and as he understands it, if he had not raised this to be on the agenda, this would be a staff determination. Mrs. Voege said that Timberland has had films for years and video is cheaper than films. Mr. Law said that without getting into the policy question, they have not met the threshold on the Board of comparing the advantages or disadvantages of video tape vs. film. He said his question is, is it anticipated that the Board will make that decision, and as he understands it from the responses, the answer is no.

Ms. Loken said that she thinks there is a misunderstanding. She said that it has never been an intent to make a video vs. film decision. Ms. Loken said there are specific uses, and valid ones, for both. She said that what the staff is attempting to do is to discover the demand without creating any demand; hence, no publicity for the video format. Ms. Loken said some things can be done with video that cannot be done with film and vice versa. Mr. Law said he understands completely that the role of deciding and utilizing video tape format does not mean that Timberland will throw out its films. He said his question is, "Will the decision to move into video tape format be made by staff or by the Board?" He said that the answer appears to be that it will be made by the staff. Mr. Polillo asked Mr. Law if he can see any advantage for the Board being involved in this. He said he thinks that the staff can handle it. Mr. Law suggested that perhaps Timberland might ask the public. Mrs. Fourre said that she thinks the public has been expressing itself. Mr. Law asked that when the decision was made by staff to go into video, was it made with the consideration of having a public hearing on the subject? Mr. Parsons stated that he is very concerned about this question. He asked if the Board makes the decision on whether Timberland will purchase hardback or paperback, large print or regular print, etc. He said they are talking about library services. Mr. Parsons said he thinks the staff has said, and in his opinion rightly so, that video tapes in VHS $\frac{1}{2}$ " format is much cheaper and provides some of the same services in a more cost-effective manner. He said staff is looking at this right now and he thinks it is totally a matter of staff prerogative. Mr. Parsons said he sees the Board putting the staff in a reactionary situation and he cannot conceive why this cannot be a staff function.

A gentleman in the audience, Bill Fosbre, asked if he could address the Board. He said that he is a video dealer in the area and he is also a taxpayer. His understanding is that the library provides information and resources. He said he views video not so much as information but as entertainment. Ms. Loken pointed out that much of Timberland's film collection consists of training films. Mr. Fosbre said it is his understanding that when Timberland loans out 16mm films, that projectors and screens are also available to be checked out, but Timberland does not loan out video machines. He said that video machines are only in the hands of about 3% of the public at this time, nationwide. Mrs. Fourre pointed out that a video machine is available in one library for public use at this time. Mr. Fosbre said that in a way, he sees the library in competition with him. Mrs. Harris stated that the competition aspect is valid. She said that a person could look at everything in the library in that sense. Mrs. Harris said that is what "free" library service is all about, to make as many materials

5B & C available to the public as possible. Mrs. Harris pointed out that video is something new in Timberland and is still under consideration. Mr. Fosbre asked if the Board thinks 97% of the people who do not have video machines want the library to spend their tax dollars on video. Mrs. Harris said that she does not use 100% of the services of the library from her tax dollars. Mr. Fosbre stated that video is available to a limited number of people. Mr. Fourre stated that in long-range planning, perhaps it will be available to many more in the next several years. Mrs. Schiltz said that she talked with several video dealers in the area and one dealer told her that he might consider the library to be in competition with him if the tapes were loaned out longer. She said that Timberland only loans for one night and dealers rent for longer periods. Mrs. Schiltz stated that the other dealer told her that one out of every four people has a video player or has access to a video player. Mrs. Nichols said that Tumwater library does not have video cassettes, but people who come into the library frequently say that they rent the equipment.

Mr. Law suggested that it would be appropriate to inquire of the public and have a hearing at the next regular meeting which is scheduled at the Lacey library, which is something the Timberland Board has never done before. He said he has been inquiring around his community and the answer he has been getting is a complete lack of support for this type of library service. Mr. Law said his question is why is the library getting into something of this nature that is available in the private sector. He stated that a legitimate issue which is unique to video tapes has already been raised tonight and he suggests that the Board put this on the agenda for the next meeting to make this issue available to the public for comment. Mr. Law said he suspects whether or not it is on the agenda, based on the comments of people he has talked with, that the Board will be hearing from them at the next meeting anyway, so it might as well be scheduled. Mrs. Fourre stated that the video cassettes are an experiment to determine if Timberland should go this route. She felt that if the Board has a hearing, that it will destroy the purpose of the experiment.

Harlan Zinck, who works in the film department at the Olympia Library, said that he can sympathize with Mr. Fosbre's point of view that the library is in competition with him. He said at the present time, Timberland owns upwards of 70 cassettes but only circulates 23. The reason for this is because the booking cards are not set up yet for the rest. Mr. Zinck said that the bulk of the cassettes which will be available beyond the 23 which were originally purchased for the experiment consist mainly of documentary, two very old feature films and a number of instructional cassettes. He said he recently visited with a woman who operates a store which handles video equipment. She told him that she is pleased that Timberland is adding to its collection a number of instructional video cassettes. She told Mr. Zinck that instructional cassettes are not often available in stores because of limited usage. She requested that Mr. Zinck send her a catalog of video cassettes available through Timberland so that she can refer people to the library. Mr. Zinck stated that at the present time, Timberland circulates approximately 700 films which the district owns. Every month he submits a report to Kitty Schiltz and the film clerks on audio-visual usage, including where the films are shown, how many people viewed the films, etc. This report also includes in-house library showings. Mr. Zinck said that he has discovered that video usage

5B & C compared with film usage is close (percentage-wise). He said this does not mean that video usage is equally as popular as film usage but it does indicate that there is an interest. Mr. Zinck said he would not go quite so far as to say there is a need for video cassettes, but there is an interest. He said that this is an experiment, something that Timberland is "playing" with, thinking about, expanding, talking about, and it is new. Mr. Zinck said that no one should lose sight of the fact that video tapes are simply a variation of films and can be better than or less effective than films. He said it is in the same sense as a cassette is a record on tape. Mr. Zinck stated that video cassettes are a different format of audio-visual usage and have different audiences and different uses. He said that he thinks that Timberland's experiment with video cassettes is admirable. He said that at one time he was afraid that Timberland was falling behind because so many other library districts have gone to video. Mr. Zinck said that he owns a video player and he knows how nice they are and he hopes that this discussion of video cassettes will simply bring out the fact that there is a need and an interest and something sort of unsaid--that Timberland is not afraid to experiment in something new, not afraid to experiment in something different and even controversial, because it may be something that the public wants, will use and desires to have. Mr. Zinck said that Timberland supplies the public needs and when Timberland discovers a new need, it attempts to supply that as well.

Mr. Law asked if there is a need. He said that the very fact that in the private sector right now there are successful businesses renting this type of thing is an indication of the undeniable fact that there is a desire on the part of the public to use these facilities. He said that the fact that these are popular in the library is an indication that not only is there a desire for it, but when it is free it is a real benefit. Mr. Law stated that the fact that there is a desire on the part of the public for video cassettes does not negate the policy questions that are inherently involved with the decision. He said one of the reasons he brought this subject up and why he thinks the Board should now give this some consideration is because in the last four years, Timberland has reduced the dollars in the purchasing of books by 7% when the budget has gone up 60%. He said the reality of the world around us is that dollars and cents are critical and the Timberland Board has that responsibility. He said he does not think that the Board can ignore the fiscal implications relative to other priorities within the system and is one of the reasons why he thinks this should be approached now while the Board is getting ready to set its budget for 1983.

Mrs. Stough pointed out that the Board has already approved the Policy Statement and she quoted from it as follows: "The library provides materials which help meet its service objectives. The term 'materials' may include, but is not limited to: books, periodicals, pamphlets, newspapers, art prints, slides, films, pictures, cassettes, tapes, recordings, maps, microfilm and video-tapes." She said if the Board wishes to repudiate this policy, then do so, but it has been approved by the Board. Mr. Law asked if the Board has really had a discussion relative to the public policy questions involved with getting into video tapes. Mrs. Stough said that this was adopted by the Board on September 18, 1980. Mr. Law stated that the point is that the Policy Statement was adopted long before Timberland got

5B & C involved in the video cassette experiment. Mrs. Stough pointed out that the words were there and vindicated the format and the Board approved the materials which the staff purchases for the public.

Mr. Parsons stated that he thinks they are jumping into the middle of an experiment and that the experiment should run its course and then the Board could comment on it later.

Mrs. Voege asked Mr. Law if he wished to make any of his comments into a motion. Mr. Law said that the Board cannot prohibit the public from coming to the Board's meetings and expressing their viewpoints. He said he knows there will be members of the public present at the next Board meeting and he knows there is some deep consideration and concern on the part of a lot of people. He said the question is, should the Board at least have a public hearing on the subject and he suggests that it be put on the agenda next month for comments from the public to allow their input to go into this overall general experiment and he does not see the harm in this. Mrs. Voege asked if Mr. Law would like to make a motion to this effect and Mr. Law stated that he is not sure it takes a motion to ask that something be put on the agenda.

Mr. Parsons asked Mr. Law how he knows that there will be public present at the next meeting. Mr. Law said he does not know and he said that there are people who he has talked to who have expressed an interest in coming to a hearing next month. Mrs. Fourre asked who indicated this. He said the public did not know about it because no one said anything about it and this Board has never considered it. Mr. Parsons asked if Mr. Law has a hidden agenda for public meetings and if there is something else that Mr. Law wants. Mr. Law replied "no" and he is simply asking that this Board make time available at the next meeting to hear comments from the public on this experiment on video tapes.

Mrs. Voege said she is concerned about this "hearing" coming in the middle of an experiment and she thinks it would skew what Timberland is out to learn. Mr. Law asked how this can be considered an experiment if the public does not know about it. Mrs. Harris said that she thinks the Board is jumping into the middle of something that they should wait on. In the first place, she said she does not view video cassettes as being any different from any other educational or entertainment materials which it is the business of the library to have. Mrs. Harris said she thinks the best response that the Board can expect to have from the public comes in from all of the Timberland libraries the same as with any other thing that Timberland gives as a library service. She said she appreciates that Mr. Law is upset with this although it is not clear to her why Mr. Law is upset, but she does not see treating this any differently than anything else that Timberland deals in. Mrs. Harris said she would like to see the year-long experiment completed as it has been proposed. She said she has all the faith in the world that the staff can make a judgment the same as they make a judgment about anything else that comes before them. Mrs. Harris said that she would like to see it left at that. She said if someone from the public cares to come to a meeting and has questions, the Board members will deal with it as best they are able, as they always do. Mrs. Harris said that the Board has never shut anyone out of a meeting in the years that she has been on the Board and she said it is not fair to indicate that the Board meetings are closed meetings, because they

5B & C are not. Mr. Law said he was not suggesting that. Mrs. Harris said that is what it sounded like to her. Mr. Law said that is why he made the comment that in a sense the Board can make a motion to decide things here, but that does not control the fact that the public has a desire to provide input to this Board and he suggests that if any of the public requests to be heard at the next meeting the Board hear them. Mr. Law said he does not think that he can control this nor can anyone else on the Board.

Mrs. Voege said there is no reason at this time to make this an agenda item and carry forward with it right in the middle of what is hoped is an experiment that Timberland will learn something from. In addition, Mrs. Voege said that she thinks that when one questions, it is not difficult to borrow Emily Dickinson's phrase "to present its slant." She said that Mr. Law evidently has some strong, angry feelings about this experiment and in talking to the people that he says are against it, perhaps his remarks are influential and persuasive. She said that those who conduct polls, for instance Gallup, go through intensive training in order to ask questions in a manner that does not influence the answer. Mrs. Voege said that if she were to discuss an item that she feels strongly and emotionally about, she possibly could influence someone. Mr. Parsons said his "slant" is different. As a Board member, he sees the good things Timberland is doing and he tells people about them. Mr. Parsons said that he thinks if the Board goes out and promotes Timberland services, Board members will hear positive things from people. He said he has heard tremendously positive things about the video experiment and perhaps those people will be present at the next meeting, too. Mr. Parsons said that he is a school librarian, and the students have gotten their parents to request things and he has seen people come to the school to use the school's equipment.

Mr. Law said that he cannot understand the decision to get into video tapes and particularly to purchase commercial entertainment video tapes in light of all the policy considerations that are unique to video tape machines, the idea that this is beyond the proper decision making, policy making role of this Board. He said that to him this is a problem that he has been in disagreement with Board members before, not so much the issue in terms of how the Board resolves it, or in terms of what the ultimate answer is, but the very rejection on the part of the Board that it has a role in this area. Mr. Law said he finds this troublesome and he questions whether the public is really being served by the Board when the Board categorically rejects the idea that it has any role in this area.

Mr. Parsons said that Timberland hires trained professionals and he does not think it is within the ability of a Board member to be the moral or quality guardian of society. Timberland has trained professionals who have had course work in the selection of library materials and Mr. Parsons said he thinks it is ludicrous for a Board member to say what staff can or cannot select. He said that Timberland has recreational reading and recreational cassettes. Mr. Parsons said it is not the Board's business. The Board hires people to make these decisions.

Mr. Law stated that the Board has gotten away from the issue of Agenda Item 5C, Review of TRL Goals in Relation to Encouraging Children to Read. He said that perhaps this can be discussed at the next Board

5B & C meeting. Mr. Law said he raised this subject at the last Board meeting that there is a void in the policies set by this Board in the sense that there is not a policy on the part of Timberland to promote reading among the young people. Mr. Law asked someone to point out where this is stated in the policy. He said he has a memo from the Director which states that this is so obvious that it isn't even in the policy. Mr. Law said that he thinks if it is so obvious, then it should be in the policy. Mr. Law said that the concern he has which he raised at the last meeting is the perpetual showing of cartoons on the single television which the Olympia library has next to the children's section and the fact that the console area constantly has cartoons showing there, and that in his observations a substantial majority of the children that are in that area of the library are gathered around these cartoons. If Timberland does, in fact, have a policy to encourage reading among children, he thinks that situation is inconsistent with that policy. Mr. Law said the last time he raised this issue, he was subject to the accusation that this was censorship. He said then that this really isn't true and is not really related to what he was saying. Mr. Law said he thinks he has an honest, legitimate concern that admittedly is not a major policy thing for Timberland because it involves one library and he assumes it is unique because Olympia is the only place where this situation is.

Mrs. Voege said she is caught up on two words Mr. Law has used, "perpetually" and "constantly." She said she is not in the Olympia library that often and she asked Mrs. Coppinger if cartoons are played "perpetually and constantly." Mrs. Coppinger stated that she thinks Mr. Law happened to be in the Olympia library when children happened to be watching cartoons. She said when a child has a turn at the machine, the child chooses cartoons. She said it seems it is not a majority of the time that children are watching cartoons. Mrs. Coppinger stated that the carrels are only staffed two hours in the morning, two hours in the afternoon and two hours in the evening. She asked Harlan Zinck to speak to this since he handles the statistics. Mr. Zinck said that he thinks there is a great deal of difference between the cassette player and the carrels. He said that very often 16mm films are set up for use by children, whatever they happen to choose to see. Mr. Zinck said it is the children's decision what they want to watch and not his. As far as the video machine is concerned, a great number of families have come in to use the video machine. More often than not, he said a mother or father will call the library and ask if certain video cassettes are available at certain times so that the whole family can come in and view them. Mr. Zinck said that 8 people can be served on the video player but only 4 people can be served at a carrel. He said that a lot of families come in to use the video machine and it is the decision of the parents.

Mr. Law said that he would view it as somewhat of a solution to the problem he feels is if there were some way to minimize the distraction to children in the children's area, who are hopefully reading and looking at books, of the console and video tape machine. He said his concern and where he thinks it goes against a policy were it to exist which includes reading is the distraction that is going on of the children who he hopes would otherwise be looking at books. Mr. Law said if there were some way to isolate that so that it would not detract from reading on the part of children and if that were

5B & C joined with a clear statement on the part of Timberland to promote reading among children, he would feel a lot happier. When he raised this at the last meeting, Mr. Law said he was told that the library's purpose is not to educate the children but it is the school's responsibility and that is the attitude he got. Mrs. Voege stated that this is true.

Tom Joselyn stated that he has a 4 year old who is not ready to read and he finds that the video format is more suitable for her. He cited an example of when his 4 year old saw Winnie the Pooh, she remembered him reading it to her and he had to read it to her again and again. Mr. Joselyn said he has a 7 year old who does not read as much as she would like. He said that when Mr. Law says that children should not be watching the video machine, it makes him angry. Mr. Law said that his point is not to preclude other children from looking at a particular item. Mr. Zinck asked what business it is of the library to decide what someone else's children should view in the same sense as what is it the library's business to decide what children should read. He said there are toys, blocks, doll houses, etc. available for children in the library and when children are playing with these items, they are not reading books. Mr. Zinck asked if there is any difference and how can the library decide what children should do when they are in the library anymore than they can decide what anyone can do in the library. He said if children cannot decide for themselves, then it is up to the parents. Andrea Matchette stated that she works at the Olympia library in the reference department and she has never seen droves of children being "sucked" away from the book stacks toward the video machine. She said it just doesn't happen. Mrs. Matchette suggested that the statistics be checked as to how many juvenile books are checked out and weigh that against how many children are watching video cassettes.

Ms. Loken said that everyone should remember that the library Friends who gave the video equipment to the library are the same library Friends who won a literacy award for the entire United States. She said that literacy and encouraging reading has been a hallmark of Timberland and especially of the Olympia Friends of the Library for many years. Ms. Loken said she does not think there is any conflict among the Olympia Board, Olympia Friends and staff who work in the Olympia library about what is going on in the library.

Mrs. Harris stated that Mr. Law has every right to his opinion, but she said Mr. Law cannot speak for the Board. She said that it sounds as if Mr. Law is speaking for the Board, and he is not. Mr. Law stated that he will speak his opinion before the Board and as he sits here as a Board member, he is obviously giving his own feelings. He said there is still the question of whether Timberland has a policy of encouraging children to read and he stated it might be appropriate for the Board to adopt some provision.

82-40

DON LAW MOVED THAT THE MINIMUM STANDARDS FOR YOUTH SERVICES BE AMENDED TO INCLUDE THE FOLLOWING: RECOGNIZING THAT THE LITERACY OF OUR YOUTH IS A PARAMOUNT CONCERN TO OUR SOCIETY, THAT TIMBERLAND REGIONAL LIBRARY ACCEPTS AS A POSITIVE GOAL PROMOTING THE ABILITY OF OUR CHILDREN TO READ. MOTION DIED FOR LACK OF A SECOND.

5 D. Consideration of the Reduction in Force Policy

Mrs. Morrison stated that the Board has her recommendation to adopt the recommendations of the RIF Task Force in its proposed RIF Procedures Report with the exception of No. 17 which should read "The probationary period for employees who bump into a new position or for employees on lay-off who accept a new position should be six months." Mrs. Morrison further recommended that the Board instruct her to prepare the change for the Personnel Policy to be placed in the section which pertains to all employees.

82-41

ALICE HARRIS MOVED THAT THE BOARD ADOPT THE RECOMMENDATIONS OF THE RIF TASK FORCE WITH THE CHANGE IN NO. 17 WHICH SHOULD READ "THE PROBATIONARY PERIOD FOR EMPLOYEES WHO BUMP INTO A NEW POSITION OR FOR EMPLOYEES ON LAY-OFF WHO ACCEPT A NEW POSITION SHOULD BE SIX MONTHS" AND FURTHER MOVED THAT TOM MAYER DRAFT THE RECOMMENDATIONS IN POLICY FORM FOR THE BOARD TO CONSIDER AT ITS NEXT MEETING. PAUL POLILLO SECONDED THE MOTION. DORIS FOURRE, JEAN HAAKENSEN, ALICE HARRIS, LARRY PARSONS AND PAUL POLILLO VOTED IN FAVOR OF THE MOTION; DON LAW VOTED AGAINST THE MOTION. MOTION CARRIED.

The meeting recessed at 9:20 p.m. and reconvened at 9:30 p.m.

6 New Business

A. Ratification of Telephone Approval to Submit Joint Grant Request with St. Martin's College

Mrs. Morrison stated that the formal grant request had arrived too late to get to the Board and on May 26 she polled the Board by telephone for approval and she had approval from Doris Fourre, Don Law, Larry Parsons, Paul Polillo, Jean Haakenson, and Dorothy Voegel. She was unable to reach Mrs. Harris because Mrs. Harris was out of town. Timberland then had gone ahead with the grant request, which is a joint request with St. Martin's College requesting the assistance of POSSCA to help sponsor the Northwest Poetry Conference in March 1983. Mrs. Morrison requested the Board's ratification of the telephone approval.

82-42

DORIS FOURRE MOVED TO RATIFY THE TELEPHONE APPROVAL TO SUBMIT A JOINT GRANT REQUEST WITH ST. MARTIN'S COLLEGE; DON LAW SECONDED THE MOTION. MOTION CARRIED.

B. Extension of Contract with WLN

82-43

LARRY PARSONS MOVED TO AUTHORIZE THE DIRECTOR TO SIGN THE EXTENSION OF CONTRACT WITH THE WASHINGTON LIBRARY NETWORK; DORIS FOURRE SECONDED THE MOTION. MOTION CARRIED.

7 Other Agenda Items

A. Tenino

Mrs. Morrison stated that Mr. Hixson, Tenino City Council, asked three questions of her on the telephone as follows: (1) What was the duration of annexation? (2) What building changes would be

7A

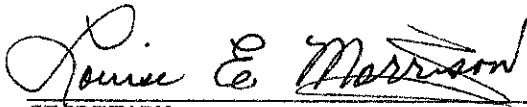
necessary? (3) What happens to the current contract? She said she received a list of questions when she met with the Council on June 15. The first question on the list--What are the contract requirements?--Mrs. Morrison said she suspects the Tenino Council means in regard to building support. She said the Council has a copy of the building support agreement and if the Board wishes to stand behind the requirements made of the other seven cities which voted on annexation, she would certainly recommend it. Mrs. Morrison said if the Board elects to deviate now, then the Board will have problems on its hands. Mrs. Harris agreed that Tenino should certainly have all of the same information as the other cities have had. The second question on the list--What is exactly expected of the city to maintain and furnish to the library? Example janitorial services, paper towels, etc.?--Mrs. Morrison said that is included also in the current contract. Mr. Law suggested that Mr. Fuller send a letter in response to these questions to the Tenino City Council. Mrs. Morrison stated that the third question--Are we responsible for keeping the building updated according to federal regulations and for future equipment Timberland wishes to put in?--may need some Board consideration. Mrs. Morrison said if Timberland wishes to install equipment in the future, Timberland would purchase the equipment and put it in. She said that it may be necessary to put in an electrical line or something of that nature. Ms. Loken said she thinks this question was asked because it was necessary to do some rewiring in the Tenino library for the new automated circulation equipment. Mrs. Morrison stated that Tenino would be responsible for this as far as she could tell under the Board's current policy. With regard to question No. 4--If the people elect to annex to Timberland is there a way the city can reverse it and maintain the library itself?--Mrs. Morrison took with her a copy of the annexation law, which answers that question. Question No. 5--What would have to be done to do the above?--also is answered in the annexation law which Mrs. Morrison gave to the City Council. Question No. 6--Is it possible to adjust the maintenance contract once an annexation has taken place?--Mrs. Morrison said if the Board wishes to give Tenino hope for the future, that is up to the Board and is a policy matter of the Board. She said her best advice is "it is Pandora's box." With regard to question No. 7--If for some unforeseen budget crunch we are unable to maintain the library, are we prohibited from discontinuing library services if we annex?--Mrs. Morrison stated that following annexation, she supposes if Tenino would stop supporting the building, Timberland would stop giving services in the building and continue to serve the people in another way. Mrs. Voegel asked if question No. 7 ties in with question No. 4. Mrs. Stough stated that the two questions are not really related. She said what could happen is if the city does annex and then decides it cannot maintain the building, the city is annexed to the library district and Timberland must serve the people. Mrs. Stough said that Timberland does not have to serve the people from the same building. Mrs. Morrison stated that Tenino has several times mentioned consideration of a new building and it may be that the city would have a budget crunch wherein they would be unable to support a new building.

Mrs. Voegel asked if the Board is agreeable to having Mr. Fuller respond to these questions. Mr. Fuller said he would be happy to do this and Mrs. Voegel directed Mr. Fuller to respond to the questions under the Board's current policies.

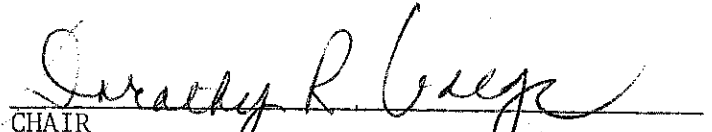
7 B. August meeting at North Mason

Chapple Langemack stated that she received a letter from Mrs. Morrison accepting the North Mason Friends of the Library's invitation to hold its August meeting at the North Mason library and invitation for dinner. She said that Mrs. Morrison also asked if a week's notice to cancel dinner would be enough notice to the Friends in the event the Board would need to meet in Executive Session before the meeting. Mrs. Langemack stated that the Friends' response was that one week would not be sufficient notice and they would need to know by their meeting in July, which is the 2nd Thursday of the month. Mrs. Voegel requested that Mrs. Langemack make contact with the Board when the time comes.

There was no further business to come before the Board, and the meeting adjourned at 9:35 p.m.



SECRETARY



CHAIR