<table>
<thead>
<tr>
<th>AGENDA ITEM NO.</th>
<th>INDEX</th>
<th>Page No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Approval of Minutes of the July 21, 1982 Meeting</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Approval of Vouchers</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>Reports</td>
<td></td>
</tr>
<tr>
<td></td>
<td>A. Business Manager - Michael Crose</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>B. Board Committee - Evaluation of Library Director - Alice Harris/Larry Parsons</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>C. Timberland Attorney - Herbert H. Fuller</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>D. Library Director - Louise E. Morrison</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>E. Assistant Director for Public Services - Mary Stough</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>F. Assistant Director for Central Services - Sally Loken</td>
<td>6</td>
</tr>
<tr>
<td>4</td>
<td>Correspondence</td>
<td></td>
</tr>
<tr>
<td></td>
<td>A. 7/22/82 letter from Donald L. Law to Dorothy Voege</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>B. 7/27/82 letter from Dorothy Voege to Donald L. Law</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>C. 7/15/82 letter from Ward J. Rathbone to Louise Morrison</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>C.(1) 7/26/82 Memorandum from Tom Mayer to Dorothy Voege</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>D. 7/19/82 letter to TRL from Mrs. R. K. Boring</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>E. 7/20/82 letter from Ted Rakoski, McCleary Mayor, to Louise E. Morrison</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>F. 7/30/82 letter from Marjorie A. Thompson, McCleary Clerk/Treasurer, to TRL</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>G. 8/9/82 letter from J. B. Haggard, Chehalis City Manager, to Louise Morrison</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>H. 8/12/82 letter from J. B. Haggard, Chehalis City Manager, to Louise E. Morrison</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>I. 8/12/82 letter from Leslie E. Peterson, Ilwaco Mayor, to Alice Harris</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>J. 8/12/82 letter from Pauline L. Reed, Ilwaco Clerk-Treasurer, to Louise Morrison</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>K. 8/17/82 letter from Donna L. Hope, Tenino Clerk-Treasurer, to Louise Morrison</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>L. 8/18/82 letter from Maxine MacMurdy, Chair, Tenino Library Board, to TRL</td>
<td>14</td>
</tr>
<tr>
<td>5</td>
<td>Unfinished Business</td>
<td></td>
</tr>
<tr>
<td></td>
<td>A. Consider Adoption of Communication Guidelines</td>
<td>14</td>
</tr>
</tbody>
</table>

CONT.
<table>
<thead>
<tr>
<th>AGENDA ITEM NO.</th>
<th>New Business</th>
<th>Page No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Consider Adoption of Resolution Approving the Annexation of the City of Chehalis to the Timberland Regional Library</td>
<td>15</td>
</tr>
<tr>
<td>B.</td>
<td>Consider Adoption of Resolution Approving the Annexation of the Town of Ilwaco to the Timberland Regional Library</td>
<td>16</td>
</tr>
<tr>
<td>C.</td>
<td>Consider Adoption of Resolution Approving the Annexation of the Town of McCleary to the Timberland Regional Library</td>
<td>16</td>
</tr>
<tr>
<td>D.</td>
<td>Consider Approval of Building Support Agreement Between the Town of McCleary and Timberland Regional Library</td>
<td>16</td>
</tr>
<tr>
<td>E.</td>
<td>Consider Adoption of Resolution Approving the Annexation of the Town of Tenino to the Timberland Regional Library</td>
<td>16</td>
</tr>
<tr>
<td>F.</td>
<td>Consider Approval of Building Support Agreement Between the Town of Tenino and Timberland Regional Library</td>
<td>16</td>
</tr>
<tr>
<td>G.</td>
<td>Consider Budget Revision Allocating $100,000 from 1981 Excess Carry Forward Funds to Library Book Budget</td>
<td>16</td>
</tr>
<tr>
<td>H.</td>
<td>Declare Certain Library Equipment as Surplus and Release it for Public Sale</td>
<td>19</td>
</tr>
</tbody>
</table>
TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Timberland North Mason Library, Belfair, WA 98528
August 18, 1982
MINUTES

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
Michael Crose, Business Manager
Peg Coppinger, Olympia Librarian
Elizabeth Gatlin, Community Library Assistant II, North Mason
Patsy Humphres, South Mason Librarian
Chapple Langemack, North Mason Librarian
Joyce Nichols, Tumwater Librarian
Betty Sholund, Olympia Reference Librarian
Dory Whitmarsh, Sr. Library Associate, South Mason
Pat Wilson, Community Library Assistant I, North Mason
Harlan Zinck, Community Library Assistant II, Olympia

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

GUESTS PRESENT:

Gary Hulbert, Timberland Labor Relations Consultant
Barbara Hunt, North Mason Friends
Margaret Livingston, President, North Mason Friends
Christina Mathiasen, Vice-President, North Mason Friends
Maxine Morse, North Mason Friends
Florence Van Dyke, North Mason Friends

Mrs. Voege called the meeting to order at 7:30 p.m. On behalf of the Board, she thanked the North Mason Friends of the Library for the dinner served prior to the meeting. Introductions of the Board members, TRL staff and guests were made.

AGENDA ITEM

NO.

1 Approval of Minutes of the July 21, 1982 Meeting

82-51 LARRY PARSONS MOVED TO APPROVE THE MINUTES OF THE JULY 21, 1982 MEETING; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED.
Approval of Vouchers

Mrs. Voege stated that payroll and payroll related vouchers amounted to $247,187.34 for the month of July 1982.

ALICE HARRIS MOVED THAT VOUCHERS NO. 11046 THROUGH NO. 11198 IN THE AMOUNT OF $84,508.40 BE APPROVED; JEAN HAAKENSON SECONDED THE MOTION.

Mrs. Voege inquired as to whether or not there has been a great increase in public utilities billings. Mr. Crose stated that public utilities have increased about 37% on the average over the past 18 months, but these increases were anticipated in the budget. Mrs. Voege asked if there are any ways in which Timberland can conserve and Mr. Crose replied that he thinks Timberland is conserving in every way possible.

Mrs. Fourre questioned voucher No. 11122 to Sno-Isle Regional Library in the amount of $27.00 for cataloging. Mrs. Morrison stated that in her opinion Sno-Isle Regional Library has the best cataloger in the state and when she left the State Library to go to Sno-Isle, Timberland transferred its cataloging needs from WSL to Sno-Isle.

Mr. Parsons questioned voucher No. 11100 to the Office of State Auditor in the amount of $2,043. Mr. Crose stated that this is for the recent audit of Timberland and that this amount is quite a bit lower than staff had anticipated it would be. Mrs. Voege inquired as to how long the audit took and Mr. Crose replied that the auditor spent about 11 days at Timberland.

Mrs. Voege asked what Timberland purchases from Pay 'N Save Corp. (voucher No. 11109 in the amount of $32.51) and Mr. Crose stated that Timberland has a credit card with Pay 'N Save and purchases miscellaneous office supplies. He stated that the credit card can also be used at Yard Birds and Ernst.

MOTION CARRIED.

Reports

A. Business Manager - Michael Crose

Mr. Crose stated that he had nothing further to add to his written report other than the fact that at this point, things seem to be going well. He said that due to vacations in the Business Office, he will not have a written report for the Board in September but that the Board will receive two written reports in October. Mrs. Voege stated that she has been reading about timber harvests and asked how this is affecting Timberland. Mr. Crose stated that there are indications that 1983 will be a better year for forest excise tax revenue. He said that Timberland budgeted rather conservatively for 1982 as far as timber revenue is concerned. He said that Timberland is practically guaranteed forest excise taxes. After the first of the year, Mr. Crose said that he is advised what Timberland's quarterly distribution of forest excise taxes will be and staff works "right on the money." He stated that Timberland budgeted conservatively in revenue from state forest sales and
has already attained the budgeted amount, so there is no reason for concern in that area. Mr. Crose said that the other major timber source is private forest yield and again Timberland seems to be doing remarkably well in that area. He stated this apparently is due to the fact that the economy is so bad that people are harvesting their timber. Mr. Crose said that probably 1982 will not be the worst year that Timberland has seen as far as state timber sales are concerned, but 1983 probably will be. Mrs. Voege asked if the bill regarding federal forest harvest will affect Timberland, and Mr. Crose stated that will not affect Timberland at all since Timberland has never received any revenue from federal forest harvest. Mr. Crose stated that Timberland has been "fortunate in having been unfortunate" all these years because Timberland's revenue sources have not deteriorated.

B. Board Committee - Evaluation of Library Director - Alice Harris/ Larry Parsons

Mrs. Harris reported that she and Mrs. Voege, Mr. Parsons and Mrs. Morrison were able to attend a workshop on evaluations held at the Olympia Library. She stated that she and Mr. Parsons met together at North Mason and reviewed the information given at the workshop and came up with a first draft which they felt they could work with. Mrs. Harris said that copies of this first draft were sent to Mrs. Voege and Mrs. Morrison and since then the four of them have met and reworked the draft. She stated that the committee hopes to have a recommendation for the Board at the September meeting. Mr. Parsons added that the committee has spent a lot of time on this, since it is a complex matter, to get a good working document. He said that whatever the committee comes up with also must apply to any director that Timberland will have at some time in the future.

C. Timberland Attorney - Herbert H. Fuller

Mr. Fuller said that he has two items he has been working on, one of which has to do with research he is doing into the subjects which can and cannot be discussed in Executive Session. He said he expects to have a report to the Board and Director within the next two weeks.

Mr. Fuller further reported that he has been reviewing the paperwork with regard to the various cities which are proceeding with annexation elections. He asked if the Board would like to discuss these now or take them up under New Business. Mr. Fuller stated that there are four cities considering annexation and each one presents a different situation and he has a recommendation in each case. Mrs. Voege stated that the Board will discuss this under New Business.

D. Library Director - Louise E. Morrison

Mrs. Morrison reminded the Board that she will be gone most of next week attending the Pacific Northwest Library Association Conference in Vancouver, B.C. On August 31 she and Mary Stough have an appointment with Bonnie Sayce of the Ocean Park Library and Dr. Patricia Stara who is the new Superintendent of the Ocean Beach
School District. Mrs. Morrison said the purpose of the meeting is to discuss Dr. Stara's concerns and let her know what Timberland might be able to do to work out the best situation, given the nature of the school district's problems. Mrs. Morrison further reported that she met with the Lacey Building Committee yesterday and the committee will be recommending to the Lacey City Council that a bond issue be put on the February ballot for construction of additional space for the Lacey Police Department and for a new library.

Mrs. Morrison shared a quotation from the late sociologist and former college president, Dr. Robert D. Leigh. She said Dr. Leigh was the overall editor of the Public Library Inquiry which was published by Columbia University in 1950. Dr. Leigh said: "It is easy to arouse the public to the financial and social costs of an epidemic of smallpox but how do we arouse them to the terrible costs of an epidemic of ignorance?"

E. Assistant Director for Public Services - Mary Stough

Mrs. Stough referred to her written report which has to do with the literacy program which has been going on in the Olympia Library this summer. She said that many people have heard about the national award given to Lucretia Lupher for her work in the literacy program at the Olympia Library. Mrs. Stough asked Peg Coppinger, Olympia Librarian, to elaborate more on the literacy program.

Mrs. Coppinger stated that there has been a two-prong effort going on in the Olympia Library. The Friends of the Library hold a six-week session every summer for free tutoring for youngsters to keep their reading skills up during the summer. Mrs. Coppinger said that since this is covered in Mrs. Stough's report, she will not elaborate any further on that.

Mrs. Coppinger stated that September 8 is World Literacy Day and it is hoped that Governor Spellman will declare this day as Literacy Day in the State of Washington. She said that adult literacy is a national problem. The Olympia Library became involved in this about 9 years ago when a group of students from The Evergreen State College and some young people from the Governor's Office of Voluntary Action came to the library to see about the availability of learning resources to help them with a program for adults and teenagers who had reading problems. She said these groups had heard about methods to train people to help other people read and wondered if Olympia Library would be interested in hosting a workshop. Mrs. Coppinger stated that from that initial contact, Olympia Library began inquiries and located people in Seattle who were affiliated with the National Association for Literacy Advance (NALA). She said that group had developed over many years a method of "Each Ono Teach One" to read. This group had master tutors to go out in various parts of the state to train volunteers. Mrs. Coppinger stated that the Friends of the Olympia Library sponsored the first workshop in the Olympia area in 1975. Out of the group who attended this workshop, the Thurston County Literacy Council was formed. Mrs. Coppinger said this included people from various agencies, colleges,
schools, representatives from Vocational Rehabilitation, Community Action Council, Friendship (support group for ex-felons), etc., and these people were concerned that this group continue to meet together to address the needs in the community, find out what each person had to offer, where the libraries fit in, etc. Ever since then, Mrs. Coppinger said, that group has continued to meet at the Olympia Library, use the library address as its mailing address, the library telephone as its headquarters, and the library's staff as resource people. She said that when this group began there was a lot of concern about people with reading problems who were born into the English language and then the big influx of refugees. Mrs. Coppinger said that the people who had been doing the volunteer tutoring over the years adapted their methods to teach English as a second language as well as to work with the people who were born into the English language. She said that in Thurston County it is estimated that there are about 12,000 people who fall into the category of the functionally illiterate, and of those about 4,000 to 5,000 are refugees. Mrs. Coppinger stated that at the time the Thurston County Literacy Council began, there were very few programs in the community of this type, but since then agencies, and community colleges in particular, have made great efforts to develop a system for coping with these needs. She said that over the years, the Council has served as a clearinghouse and as a support agency. Mrs. Coppinger said the Council has tried not to duplicate other services in the community, but to support them and fill in the gaps or pick up any extra needs for personnel and materials.

Mrs. Coppinger explained that there are two main methods of amateur tutoring, one of which is the Laubach method, and the other is called Literacy Volunteers of America, which is a more difficult method. She said that the Council was fortunate in having a national board member move into the Olympia area and she has been able to instruct volunteers in the use of those methods. Mrs. Coppinger said that volunteers have never been restricted in the use of any particular teaching method. Instead, she said, they are encouraged to become familiar with various techniques and to use any techniques and skills they have that they can bring to the effort. In addition, Mrs. Coppinger said the Council tries to become acquainted with other resources in the area and work with those people, and tries to find out what the needs are and helps the people step forward and acknowledge that they have literacy problems, which is a big battle in itself. Mrs. Coppinger said one problem is finding materials that are suitable for this kind of program, which has been a big challenge to learn about high interest and low vocabulary materials to use with adults. She said many libraries in the country and in Washington State have done pioneering work in encouraging development of these kinds of materials, locating what is available, publishing bibliographies, and the Council has relied on this heavily.

Mrs. Coppinger invited everyone to visit the Olympia Library and see the materials available. She said the first clutch of materials was purchased with revenue sharing funds from the Cities of Lacey, Olympia and Tumwater, and since then the Friends of the Olympia Library have made funds available to update these materials. In
addition, Mrs. Coppinger said there is a small book store of teaching aids and workbooks in the Olympia librarian's office. She distributed copies of her remarks and also copies of a speech made by Vice-President Bush's wife, Barbara Bush, to the National Literacy Conference in North Carolina this summer. Mrs. Coppinger stated that Mrs. Bush is a national advocate of the need for help in the field of literacy.

Mr. Parsons stated that he imagines that a lot of people with these problems do not go to the library and he asked how the Council finds these people. Mrs. Coppinger stated that other agencies refer people to the Council. She said that people who are working with refugees are very library oriented and bring people early on to the library for tours and to become acquainted with library resources. Mrs. Coppinger said that motivation is important in this and it is hard for a person to confess that he/she has a problem and to make an effort to do something about it, and these people need a helping hand.

Mrs. Vooge thanked Mrs. Coppinger for this interesting report and commented on what a fine program this is. Mrs. Coppinger said it has been very interesting, and a learning experience. She said there are 20 tutors working with 30 students this summer and summer is not the busiest time. Mrs. Coppinger said the Friends have been very supportive.

F. Assistant Director for Central Services - Sally Loken

Ms. Loken stated that Timberland is embarking on a very exciting time. She said that she hopes that those who have not had an opportunity to do so will take advantage of touring the computer facility at The Evergreen State College. Ms. Loken said that out of 35 tapes, 33 have been loaded into the database and the database load will be completed this week which is exactly on the latest schedule. She said that the Tumwater Library will be closed August 23 through September 6 for conversion, followed by other libraries in the system, and she said this will be the way of things for Timberland in the fall and a portion of the winter. She stated that sometimes two or three libraries will be closed at the same time to identify to the computer the copies and titles that the computer already knows about. Ms. Loken said that Joyce Nichols of the Tumwater Library is the first to experience staffing from 7:00 a.m. to 11:00 p.m. every day of the conversion. She said that everyone in Timberland is pitching in to help and staff will be working two shifts a day at the Service Center starting Monday, August 23, to do the things that have to be done for conversion to proceed properly. Ms. Loken said that training has been scheduled for 20 Timberland staff at the computer facility Thursday and Friday of this week and Lee Kornblum from DataPhase is here this week for the training sessions. While staff has been waiting for the training sessions to begin, Ms. Loken said that staff started some work in advance and registered eight patrons today. She presented the Board members and Mr. Fuller with their library cards. Ms. Loken said that as of 4:15 p.m. today there were 521,891 bibliographic items entered in the database. She said that the public information program for the automated circulation system registrations and conversion is being handled
by Chapple Langemack, as Chair of Timberland's PR Committee. Ms. Loken stated that news releases have been going out regularly to each community letting patrons know the dates their libraries will be closed.

4 Correspondence

A. 7/22/82 letter from Donald L. Law to Dorothy Voege

Mrs. Voege read the letter as follows:

"At the Timberland Board meeting July 21, 1982, the Board of Directors voted on the Reduction in Force (RIF) policy. This was a long scheduled old business item on the agenda. Approximately one week prior to this vote a letter dated July 13, 1982 was received by our Director from Mr. Ward J. Rathbone, negotiator for the TRL Staff Association, setting forth selected proposals which the Association desired to be included in the 1983 contract. Item 6 of these proposals requested that the RIF policy be included in the contract and suggested an addition to that yet to be voted on Board policy. Yet in spite of the significance of Mr. Rathbone's letter, neither the contents nor even its existence was communicated to the Board of Directors prior to the vote.

"Please discuss this with the Director to insure that information is not again withheld from the Board during the decision making process.

"I ask that this letter be included in the 'correspondence received' portion of the agenda and read into the record at the August meeting. I do not believe that this matter is in any way confidential. Mr. Rathbone's letter is and was a matter of public record the date it was received. The staff is entitled to know that the Board was in ignorance of the contract proposals at the time the RIF policy was adopted."

B. 7/27/82 letter from Dorothy Voege to Donald L. Law

Mrs. Voege read the letter as follows:

"Thank you for your letter of July 22. I was puzzled at your concern over the sequence of events relating to the adoption of the RIF policy. I was aware that Mr. Rathbone's letter had been received. As in the past, Mr. Rathbone has communicated the Union proposals about this time of year. The issue of RIF came as no surprise to me given the events of the past two or three months. My personal observation is that as Union negotiator, he would have been remiss not to have included this as an item to be negotiated. Therefore, there didn't seem to be any particular need or haste to communicate this at that time to fellow Board members. I might add, Don, the contents of the Union proposals have been posted on bulletin boards in libraries throughout Timberland since July 22."
"In paragraph 3 of your letter to me, you referred to 'this letter.' I don't know if you are referring to your letter to me or to Mr. Rathbone's letter. However, just to be sure, both letters will be read into the record at the August meeting. I have discussed the letter with Becky and Tom, and Becky has asked Tom to summarize for me the events of the last several months relating to RIF. His memo to me is attached. If you have any further concerns, why don't you give me a call or drop me a line?"

C. 7/13/82 letter from Ward J. Rathbone to Louise Morrison

"Please be advised that I have recently conferred with representatives of the Timberland Regional Library Staff Association concerning negotiations for the 1983 Employment Contract. After carefully reviewing comments from members of the Association, we have selected proposals to be included in the 1983 Employment Contract. I enclose herewith a list of those proposals for your review (one original and two copies).

"Please consider this letter a request that, after these proposals are reviewed, a meeting be scheduled to discuss the proposals and the 1983 Employment Agreement. It is our hope that this meeting can be scheduled as soon as possible, and no later than August 5, 1982.

"Of course, if I may be of assistance in reviewing these proposals, please contact me at your convenience. Thanking you for your courtesies, cooperation and prompt attention to this matter, I remain

Very truly yours,
WARD J. RATHBONE"

Mrs. Voege requested that Mr. Mayer read into the record his memorandum to her dated July 26, 1982.

C.(1) 7/26/82 Memorandum from Tom Mayer to Dorothy Voege

Mr. Mayer read the memo as follows:

"As per Becky's request, I have read Mr. Law's letter and I am both puzzled and concerned. Puzzled because I thought that there was a free flow of information regarding the RIF issue among the Board, management and the staff; concerned that I might be responsible for impeding that flow in some way. Perhaps a summary of the events of the last couple of months will clarify my perception of the situation.

"The report of the RIF Task Force was delivered to the Director on May 12 and on the 14th copies were sent to the Board members and to all libraries (for all staff members). At the May meeting, the Board voted to table discussion of the issue until it received a recommendation from the Director and the Board was able to meet in Executive Session.

"Mrs. Morrison recommended that the Board adopt all of the recommendations of the Task Force except for #17 which she modified by deleting the last two sentences. The Board discussed the issue at length in executive session on June 16
and then in the regular meeting voted to adopt the recommenda-
tions as modified.

"During the executive session discussion, Mrs. Haakenson asked
me if the union would want to negotiate any or all of the RIF
question. I told her that I could not guarantee what the union
would or would not propose on any issue. After the Board
adopted the recommendations as modified and after speaking
to two union members of the Task Force, I was fairly sure that
the union would make some proposal regarding RIF at the bar-
gaining table.

"It is perhaps at this point that I failed to communicate with
everyone involved. Since I now assumed that the union would ask
to reinstate the two deleted statements, I suppose I thought
everyone assumed the same thing. It seemed obvious to me that they
would try every means available to get what they wanted. When
Rathbone's letter arrived and it included the RIF proposal, I
did not attach any particular significance to it because I was
expecting it. It never occurred to me that I might be with-
holding information from anyone."

Mrs. Voege asked for Mr. Law's comments. Mr. Law said that basically
what he wanted to present and which he said he thinks should be
blatantly obvious to anyone is that the contract proposal by the
union was material to the RIF vote by the Board of Trustees. He
said what is not in the record is that immediately after the Board's
vote on RIF, the Board held an Executive Session and at that time
copies of Mr. Rathbone's letter were distributed to the Board. He
said that this was in the possession of the Personnel Administrator
in the file during the course of the Board's vote. Mr. Law said he
has reviewed Mrs. Morrison's memos for this particular period and
he said he finds that her memo dated July 13, 1982 concludes under
the heading "Agenda" as follows: "Whatever else comes up by the
end of the week I will send out on Friday."

Mr. Law said that Mrs. Voege's 7/27/82 letter to him raises what he
thinks is another question and is tied in with the fact that the
Board did not receive the letter before the vote and the Board held
an Executive Session that was not scheduled. He said the Board did
not know about the Executive Session, or at least he didn't, at the
time the vote was taken. He said that if someone had said to him
that an Executive Session would be held after the meeting, he thinks
any Board member would have asked, "What's it about?" and the answer
would have been, "We got the proposal from the Union." His next
question would have been, "May I see it please?" which is exactly
what he would have done. Mr. Law said Mrs. Voege's letter to him
indicates that since July 22, copies of this proposal have been
posted throughout the system. His question is, why not the 21st
or the 20th? He said the 22nd happened to fall the day after the
Board's meeting and that letter was not on the regular agenda and
in fact for the public that letter had nothing to do with the
meeting. Mr. Law asked why this letter was posted throughout the
system the day after the Board's vote on the RIF procedure? He said
his understanding is that the reason the Board is here is they are
trying to run a library system and keep it going which is involved
inherently with the exchange of information. Mr. Law said that
since the issue of RIF was raised at the January meeting, there have been a series of Executive Sessions and there is even a memo which went out to staff in March that there was an error about the discussion of the RIF procedures and at the Board's request the Bulletin the following week had a corrected entry. He said he thinks the record is clear on the history of the concern about RIF procedures by at least some people on the Board. In light of that history, Mr. Law said he thinks to withhold a document which, he submits, any person upon looking at it and having knowledge of labor negotiations would conclude that that letter from Ward Rathbone setting out not only the fact that the RIF procedures were included in the demands of the union but indicating the breadth of the subjects that will be negotiated, was material to the vote. Mr. Law said he thinks this Board should have had an opportunity to review it. He said he receives things in the mail every week from the Director and he said he is not complaining about the materials he receives. He said some of the things he receives he questions as to whether or not it relates to his function as a Trustee. Mr. Law said that frankly, 50% of the materials he receives does not specifically relate to his function as a Trustee in terms of setting policy. He said it relates to how to be a librarian and he said he appreciates receiving these materials but it doesn't really directly relate to what he does as a Trustee, the narrow scope of authority that he has as a Trustee. Mr. Law said that the letter and the union proposals were something that related to that function as a Trustee and he thinks it was material to a vote that was scheduled on the agenda and for reasons that escape him it was withheld. Mr. Law stated that frankly in response to his letter, he expected to receive a reply that they should be extra careful to make sure that Board members receive all the materials that could conceivably be relevant to what the Board is concerned with and he said he thinks that should be the test. Instead, Mr. Law said he received a response of people being somewhat puzzled by all of this. He said he thinks that a normal person looking at this would say that this relates to a vote and the Board should have had it before the vote.

Mrs. Voege said she wonders if it comes down to whether it would have made a difference in the votes. Mr. Law asked if the test for distributing information to the Board is whether it would have made any difference in the vote. He said this would have to be second guessed because the decision to withhold it from the Board would have to occur before the vote.

Mrs. Harris asked if she understood Mr. Law's letter. She said she thought that the inference he made in the letter was that this made a difference in the vote. Mr. Law said he would probably have to concede that it probably would not have made a difference. Mrs. Harris asked Mr. Law if that is the inference he has made in his letter and Mr. Law replied no, that he did not say in his letter that this would have made a difference in the vote. Mrs. Harris asked what the importance is of having the information before or after the vote. She said the information was given to the Board in the normal manner that evening. Mr. Law said that it did not make any difference in his vote, but what he is saying is that if something like this would happen again and it would make a difference in his vote, he would be "right up on the ceiling." He said the question here is, what is the test by which information is given to or
withheld from the Board? Whether this would have made a difference in the vote, Mr. Law said he does not think is the question. He said the question is, was it in any way material to the vote in the sense of was it relevant to the vote and was it part of the base of information the Board should have received in advance of the vote? Mr. Law said he submits that even if it were a unanimous vote, which does not matter, the Board should have had the information. He said that apparently others do not agree with him. He said if that is true, so be it, but he said obviously he will be especially watchful in the future to make sure the Board receives the information needed before a vote.

Mrs. Harris stated that she thinks one thing omitted from Mr. Law's statement, and which is crucial, is that the recommendation to accept the RIF policy with the change was done at the Board's June meeting, and the Board voted to accept the policy at the June meeting with the change. Mrs. Harris stated that the only thing the Board did at the July meeting was adopt the language for the Personnel Policy. Mr. Law stated that none of the RIF policy was in draft form at the June meeting. Mrs. Harris stated that is not true and in reviewing the June minutes, one can see that the Board approved the entire packet with one correction and requested that the language be written in the proper form. Mr. Law said he will concede everything Mrs. Harris says. He stated that he will stand by his statement that the letter from Mr. Rathbone was material to a vote by the Board; it was withheld, and he said it is not a big issue. Mrs. Harris stated that "withheld" is a very serious word to use and Mr. Law agreed. Mrs. Harris said she thinks the Board received the information about negotiations in the same manner that the Board has ever received this information. She said that if Mr. Law thinks there should be a change in this procedure, that is a legitimate request; but to indicate that this was deliberately withheld from the Board is a very serious charge. Mr. Law asked if the distribution of the letter occurred before or after the vote. Mrs. Harris said that she believes that the distribution of the letter came in a normal Executive Session in the manner that the Board normally receives information, and she said she has never heard Mr. Law question this before. Mr. Law asked why the Board did not receive this letter the previous week since the Board always receives things of this type in the mail. He said the normal procedure would have been that on Friday the Board would have received the letter in the normal course of events. Mr. Law said that was the normal procedure and for some reason that was not followed in this case. He said he does not care to get into a discussion of motives or anything else as he does not think this is necessary. Mr. Law stated that the simple fact remains that this letter was material to a vote, the Board did not receive it beforehand, he made a request of the Chair to ask the Director to see to it that this kind of thing does not happen in the future, and that the Director be particularly careful that she send information such as this to the Board before the Board is going to vote. Mr. Law stated that he does not think that request is out of line and he guesses the response he is getting is that nothing is wrong and nothing happened here that is out of the ordinary. He said if that is the position the Board takes, then he said he is concerned, and more concerned than he was before.
Mrs. Voege said that Mr. Law is not out of line to express his concerns that this information was not given to him before the vote was taken. However, she said that because of the implications that have been dropped and the inferences that have been made, she thinks it is important that she review at least her stance in this matter. Mrs. Voege said that either by phone or by being at the office she was made aware of Mr. Rathbone's letter. She said it was extremely routine and regular. She stated that Mr. Rathbone sends his letter of information of things that the union hopes to negotiate and areas of concern this time of year. Mrs. Voege said this was a very routine letter that came to Mrs. Morrison and she is sure that Mrs. Morrison shared it immediately with Mr. Mayer, that this was something that they discussed and it was presented to the Board at the Executive Session. Mrs. Voege said she does not think having this letter a week ahead would have changed anyone's vote and it concerns her very much that this implication might be in everyone's minds. She said the Board had voted the intent a month before and did the formal adoption at the July meeting. Mrs. Voege said she feels a deep concern if any inferences are being made to the contrary. She stated that there was no effort made to withhold anything, but it was seen as routine correspondence from the Staff Association's negotiator at the usual time of year in the usual manner to the Director who shared it with Mr. Mayer. She said that she does not remember how she received the information, whether by phone or whether she came into the office, but she was aware of it and she felt the Board had taken the vote a month before and there was no deep concern. Mrs. Voege asked for comments from any other Board members.

Mr. Parsons said that he thinks that perhaps, in some ways, they are confusing "apples with oranges." He said he thinks it was a good management decision to work out a RIF procedure the way it was worked out. He said he thinks they are forgetting the people. Mr. Parsons said they are talking about people whose jobs could be on the line, and he thinks it was an excellent management decision to have these people be a part of the process. He said that RIF is a losing proposition any way a person looks at it, and to have these people in on the decision making process that affects their lives is good. Mr. Parsons stated that he thinks in any area of labor and management, if there is something that labor wanted and did not get, what other recourse does labor have than to go through the negotiating process? He said that he, for one, was sure that the Staff Association would negotiate for this. He said the Board talked about it in Executive Session earlier.

D. 7/19/82 letter to TRL from Mrs. R. K. Boring

Mrs. Voege read the letter as follows:

"This is a letter I have long intended to write just to say thank you for all the services you provide for us. I know that we taxpayers do pay for it, but I would like you to know that I think you trained people have done a superb job. I grew up in a rural area in the Pacific Northwest and until I was 12 no library was available to us. I am now 67 and in my youth we had no radio or T.V., naturally. Learning to read opened a great world to me but I had no books other than the texts that our small rural school provided. When we moved to Granite Falls there was a small city library with about 150
books. I can't begin to describe the thrill it was to be able to read and borrow any or all of them. At the University of Washington, my courses had long lists of required reading but I spent my lunch hour in the Parrington and Main Library reading just anything I liked. Money was scarce as it was the depression years, and my boarding house provided only two meals--no lunch. So books were literally my soul food. Now, with audio visual out and so much more at our disposal through our Library--we are rich beyond my wildest imagination. My sister, who has M.S., at one time benefited from the record player with the recordlings of her favorite authors. Now she can no longer hear so we can't offer her that entertainment, but I do know how many hours passed pleasurably for her after she could no longer read. I would guess the average person does not know all the wealth in information, education and pure pleasure you offer us just on our signature. When I leave the library with my load of books, I am stunned at how much money they represent so I am always aware of how valuable they are.

"Another thing for which I think you deserve credit is in the quality of your librarians. I borrow from Oakville, Centralia and Tumwater mostly. In all these libraries I feel that they are friends eager to help and suggest some way they can be of more help.

"No unfavorable criticism--just profound admiration and gratitude to you all.

Very sincerely, Mrs. R. K. Boring

"P.S. A person of few words, I'm not. One point I implied but did not express is that I think most people today, particularly the young, take all you offer for granted. It was not a bad thing to live through the depression years (30's) because one learns to value what you eventually possess. There are many things to deplore in the Atomic Age, as you all know, happily there is also something to prize--Timberland Libraries! Well done thou good and faithful friends."

E. 7/20/82 letter from Ted Rakoski, McCleary Mayor, to Louise E. Morrison

Mrs. Voege stated that this letter expresses the Town of McCleary's intent to consider annexation.

F. 7/30/82 letter from Marjorie A. Thompson, McCleary Clerk/Treasurer to TRL

Mrs. Voege stated that this letter includes the ordinance passed by the Town of McCleary stating its intent to annex, the building maintenance agreement, and the McCleary Library Board's letter of approval.

G. 8/9/82 letter from J. B. Haggard, Chehalis City Manager, to Louise Morrison

Mrs. Voege said that this letter includes the city's ordinance to place the annexation question on the November ballot and includes
the Chehalis Library Board's resolution.

H. 8/12/82 letter from J. B. Haggard, Chehalis City Manager, to Louise E. Morrison

Mrs. Voege stated that the City of Chehalis has not yet approved the building maintenance agreement and the city intends to consider the agreement at its August 23, 1982 meeting and requests that the Timberland Board consider the agreement at its September 15, 1982 meeting.

I. 8/12/82 letter from Leslie E. Peterson, Ilwaco Mayor, to Alice Harris

Mrs. Voege stated that this letter includes the town's ordinance stating its intent to annex and the Ilwaco Library Board's letter of support.

J. 8/12/82 letter from Pauline L. Reed, Ilwaco Clerk-Treasurer, to Louise Morrison

Mrs. Voege stated that this letter states that the Town of Ilwaco did not realize that annexation was contingent on the building support agreement. She said the Town of Ilwaco will consider the building support agreement at its August 23, 1982 meeting.

K. 8/17/82 letter from Donna L. Hope, Tenino Clerk-Treasurer, to Louise Morrison

Mrs. Voege stated that this letter encloses Tenino's ordinance, the library board's letter and the building maintenance agreement. She said that Mr. Fuller will address the building maintenance agreement since it is not Timberland's usual maintenance agreement.

L. 8/18/82 letter from Maxine MacMurdy, Chair, Tenino Library Board, to TRL

This letter states that the janitorial services for the Tenino library are being provided by the Tenino Library Board members and states that when possible, as the budget will allow, the Town of Tenino will take care of the janitorial services.

Unfinished Business

A. Consider Adoption of Communication Guidelines

Mr. Parsons stated that he and Jean Haakenson had worked on the communication guidelines and presented the guidelines at the last Board meeting. He said that the communication guidelines were typed since last meeting and sent to Board members. Mr. Parsons stated that the Board stressed at the last Board meeting that these are suggested guidelines to follow.

DON LAW MOVED TO ADOPT THE COMMUNICATION GUIDELINES; PAUL POLILLO SECONDED THE MOTION.

Mrs. Harris stated that this looks like a good comprehensible paper
5A that will be workable guidelines.

MOTION CARRIED.

6 New Business

Mr. Fuller stated that there are four cities which are considering annexation and he has a few suggestions as to what the Board's response should be in each case. He said that he has examined all of the paperwork with regard to Chehalis' annexation and everything seems to be in order except that the building support agreement is missing. Mr. Fuller said that there is a letter from Mr. Haggard indicating that the City of Chehalis will consider the building support agreement at its August 23, 1982 meeting. He suggested that a letter be sent to the City of Chehalis advising the city that the Board has deferred action on the matter of annexation to the September 15, 1982 meeting at which time the Board will assume that the city will have executed a building support agreement. Mr. Fuller said that the same is true for the Town of Ilwaco and that everything is in order except that the Town of Ilwaco has not executed a building support agreement. Mr. Fuller suggested that the same letter be sent to Ilwaco that will be sent to Chehalis. Mr. Fuller stated that everything is in order for the Town of McGeorge and he recommended that the Board approve the resolution and building support agreement for McGeorge. As far as the Town of Tenino, Mr. Fuller stated that the building support agreement reads very much like Timberland's standard building support agreement except in the third paragraph, where it sets out the items the Town of Tenino will provide such as heat, light, water, janitor services, etc. Mr. Fuller said that there is an added clause after janitor services as follows: "(as budget will allow)." He said that he assumes that the Town of Tenino will want to sign the same agreement as other cities and suggested that a letter be sent to the Town of Tenino returning the maintenance agreement as changed (omitting the clause "as budget will allow") to conform to Timberland's standard wording. Mr. Fuller recommended that the letter to Tenino state that the Board has approved Tenino's annexation ordinance subject to the town's approval of the altered building support agreement and advising the town that Timberland requires that all the building support agreements provide that janitorial services be provided, whether by volunteer help or as a budget item. He suggested that it be noted in the letter to Tenino that the town would have approximately $8,000 in additional revenue should the annexation be successful and that the Board is hopeful that a portion of that amount could be earmarked for janitorial services. Mr. Fuller stated that the way the agreement is worded, the Town of Tenino may be referring to more than janitorial services by adding the clause "as budget will allow" but he assumes that this clause is referring to just janitorial services and involves a minor change in the agreement. Mr. Fuller noted that all of these annexation elections will be coming up at the November election so there should be adequate time if the Board defers action on the Chehalis and Ilwaco resolutions until the September 15, 1982 meeting.
C. Consider Adoption of Resolution Approving the Annexation of the Town of McCleary to the Timberland Regional Library

JEAN HAAKENSON MOVED TO ADOPT RESOLUTION NO. 82-3 APPROVING THE ANNEXATION OF THE TOWN OF MCCLEARY TO THE TIMBERLAND REGIONAL LIBRARY AND MOVED TO APPROVE THE BUILDING SUPPORT AGREEMENT BETWEEN THE TOWN OF MCCLEARY AND TIMBERLAND REGIONAL LIBRARY; DORIS FOURRE SECONDED THE MOTION. MOTION CARRIED.

A. Consider Adoption of Resolution Approving the Annexation of the City of Chehalis to the Timberland Regional Library

DON LAW MOVED THAT TIMBERLAND REGIONAL LIBRARY SEND A LETTER TO THE CITY OF CHEHALIS PURSUANT TO THE FORMAT SUGGESTED BY TIMBERLAND'S ATTORNEY, MR. FULLER; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED.

B. Consider Adoption of Resolution Approving the Annexation of the Town of Ilwaco to the Timberland Regional Library

ALICE HARRIS MOVED TO DEFER ACTION ON THE RESOLUTION APPROVING THE ANNEXATION OF THE TOWN OF ILWACO UNTIL THE SEPTEMBER 15, 1982 BOARD MEETING AND THAT THE SAME LETTER BE SENT TO ILWACO AS IS BEING SENT TO CHEHALIS; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

F. Consider Approval of Building Support Agreement Between the Town of Tenino and Timberland Regional Library

LARRY PARSONS MOVED THAT A LETTER AS RECOMMENDED BY TIMBERLAND'S ATTORNEY, MR. FULLER, BE SENT TO THE TOWN OF TENINO RETURNING THE MAINTENANCE AGREEMENT AS CHANGED TO REFLECT TIMBERLAND'S STANDARD WORDING; DORIS FOURRE SECONDED THE MOTION. MOTION CARRIED.

E. Consider Adoption of Resolution Approving the Annexation of the Town of Tenino to the Timberland Regional Library

JEAN HAAKENSON MOVED TO ADOPT RESOLUTION NO. 82-4 APPROVING THE ANNEXATION OF THE TOWN OF TENINO TO THE TIMBERLAND REGIONAL LIBRARY CONTINGENT UPON THE TOWN OF TENINO'S ACCEPTANCE OF THE BUILDING SUPPORT AGREEMENT AS CHANGED; DON LAW SECONDED THE MOTION. MOTION CARRIED.

The meeting recessed at 8:45 p.m. and reconvened at 9:00 p.m.

G. Consider Budget Revision Allocating $100,000 from 1981 Excess Carry Forward Funds to Library Book Budget

Mrs. Morrison stated that this was targeted as a No. 1 priority last fall at the time staff was trying to balance the budget. She said that she agrees with Mr. Crose that these funds can now be
allocated to the book budget and she recommended that the Board do so.

ALICE HARRIS MOVED THAT THE 1982 BUDGET BE REVISED ALLOCATING $100,000 FROM 1981 EXCESS CARRY FORWARD FUNDS TO THE LIBRARY BOOK BUDGET; DORIS FOURRE SECONDED THE MOTION.

Mr. Law said that Mrs. Morrison stated that this was targeted as a No. 1 priority last fall and he asked when this was done. Mrs. Morrison stated that this was targeted by staff as a priority and the recommendation is not being made until now. Mr. Law asked if this priority was ever communicated to the Board, and Mrs. Morrison said she does not recall. Mr. Law stated that his recollection is that the first awareness he had that there was a shortfall in the book budget was when he requested the budget comparisons between 1978 and 1982 several months ago, he believes in March, and that was the first time he knew there was a problem in the book budget. Mrs. Voege asked Mr. Law what he means by a problem in the book budget. Mr. Law said that when the budget was put together for 1982, and in fact over the past several years, Timberland has sacrificed the book budget to accomplish other goals. During this process, he said that the Board was not aware that they were sacrificing the book budget to accomplish these other goals, and to his knowledge the Board was not aware of this until March. He said his question is if this was targeted by staff as a priority last fall, when was it communicated to the Board? Mrs. Voege said that she thought the book budget had been cut for salaries. She said that when she came on the Board she was aghast at the salary levels and she was doubly aghast when she heard librarians say that they "cannot touch the book budget." Mrs. Voege said that the book budget is practically the only place to touch. She said that the librarians were willing to stay at what she, Mrs. Voege, thought were inadequate salaries. Mrs. Voege said that she thinks she said this in an Executive Session if not in a public meeting that salaries were a real concern of hers, and in fact, for awhile she herself had the feeling that "the book budget be damned, let's do something about these salaries." She said there was a great deal of turnover at the lower levels and a great deal of sacrifice at the higher levels. She said she thinks there are other Board members who share that philosophy. Mrs. Voege said that the Board did chip away at the book budget and if the Board can put something back in now, that is marvelous. Mr. Law said he agrees that the Board did do that but he does not believe it was a conscious decision on the part of the Board to do this and he does not think it was discussed. Mrs. Voege stated that as she recalls, this is the way it had to be done to juggle the budget around to begin to do something about salaries. Mr. Polillo stated that he does not recall this ever being discussed. Mr. Crose stated that it has always been his feeling that the Board has always considered this a top priority and as far as budget revision in mid-budget year, capital expenditures is generally the only area the Board can address. He said that he would consider the Board's unspoken priority to be the materials budget. Mrs. Morrison stated that she has made the Board aware on numerous occasions the kinds of losses Timberland is suffering. She said this is true of all libraries, but particularly is true of Timberland because of the type of checkout system Timberland uses. Mrs. Morrison said that the No. 1 priority this year has
been to get the circulation system up and operating. She stated that it does not do any good to put money into the book budget if those books are disappearing from the library, so the No. 1 priority this year, and she is quite sure that the Board was in agreement with that, was to get the circulation system up and functioning so that Timberland would have control of the collection. At that point, Mrs. Morrison said it begins to make better sense to put more money back into the book budget. Mrs. Morrison stated there is money now available, and her recommendation stands that this money be allocated to the book budget.

Mr. Law stated that the circulation system has been financed by coupon warrants and he asked how much is outstanding in coupon warrants. Mr. Crose stated that the circ system has been partially financed by coupon warrants and there is $100,000 outstanding on the coupon warrants for the circ system. He said he does not know the exact balance outstanding on the coupon warrants for the North Mason building. Mr. Law said that he assumes the circ system coupon warrants have a higher interest rate than the coupon warrants for the North Mason building. Mr. Crose stated that he thinks it is 13 3/4% interest for the circ system coupon warrants. Mr. Law said he would assume that if the library district were to take out coupon warrants today, the interest rate would be lower, and Mr. Crose replied that he does not know. Mr. Crose stated that one never knows what the rate of interest will be since the market is extremely volatile. Mr. Law stated that voting to put the $100,000 into the book budget amounts to increasing Timberland's expenditures now by $100,000. He said he favors the concept of straightening out the book budget, but he said he thinks the proper time to do this is the next fiscal year. In beginning the process of next year's budget, Mr. Law said he would vote putting a comparable amount in that budget, but he would not support an increase in the 1982 budget in expenditures of $100,000. Mr. Law said that he thinks the most prudent thing to do is to take that $100,000, pay off the coupon warrants for the circ system, get that debt off Timberland's back and put the library system on a sounder financial basis during a time which is quite unsettled. Mr. Law stated that by doing this, Timberland would begin next year in a better position and besides Timberland is paying a high interest rate on these coupon warrants anyway.

Sally Loken stated that perhaps she can explain a little bit by what is meant by staff priorities. She said this is not just a mechanism so that the auditor can track the rationale for a $100,000 budget revision. She said at the beginning of the calendar year, the staff very much wanted to have the full $500,000 in the materials budget for the year. However, she stated that Mr. Crose indicated in a memo to the materials selection staff that he could guarantee $400,000 for the materials budget, and that the additional $100,000 being allocated to the materials budget would be contingent ultimately on his financial projections for the year proving true. Ms. Loken said that everyone knows what a cautious year this has been and she said it is a feather in Mr. Crose's cap that things have turned out "on the money." She said the money is needed now rather than in the next fiscal year. Ms. Loken explained that there is a rather substantial order for juvenile materials that has been waiting until this money did materialize, if it did in fact
materialize, that simply has to be ordered, in her professional opinion, and which should be ordered now to be available for the coming school year. Ms. Loken said this money is also needed for adult materials that were deferred because there wasn't enough money to buy them during the year. She said the distinction that should be made in this case is not just that the book budget has not been what it should and Timberland has an extra $100,000 that should be put into the materials budget, but it is a case in this particular year where the lack of that $100,000 has put Timberland in a tough position all year and it is needed now.

Mrs. Haakenson asked what the anticipated rate of repaying the coupon warrants is and Mr. Cross replied that the coupon warrants are scheduled to be paid off over a period of six years. Mrs. Voege asked Mr. Cross if paying off the coupon warrants is something that he considered and Mr. Cross said that he did consider this. However, he said that he has no doubt that Timberland will have the funds to pay off the coupon warrants over the next six years and there is an advantage to buying the materials needed now. For instance, Mr. Cross said some materials may not be available next year, and the costs will be higher on some materials next year, even if they are available. He said that he did consider Mr. Law's proposal, but it is his recommendation that the $100,000 be put in the materials budget. Mr. Law said that this does not need to be 100%. For instance, he said they could put 25% in the book budget and use the 75% to pay toward the coupon warrants. Mrs. Fourre said that as she understands it, staff originally wanted $500,000 for the book budget. Mr. Cross stated that originally the preliminary book budget was at $900,000 but they ended up with only $400,000. Mrs. Fourre stated that it is her understanding that the premise was if the budget was in excess and everything worked out as projected, at least $100,000 would be available for the book budget. Mr. Law said that the point is that that premise or even the deficiency was not made apparent to the Board when it voted in its prioritization process and the Board was not made aware that the consequences of Timberland's budget would have this effect on the book budget. Mrs. Fourre asked if the Board is not aware that adjustments have to be made in the budget and that money has to be held back because it is not known how things will turn out. Mr. Cross said that he has reason to believe that Timberland might have sufficient revenue in unanticipated amounts to pay off these coupon warrants later this year and this may be something the Board could consider in November. Mr. Cross said another consideration is if the Board does not allocate this $100,000 to the materials budget now, then staff will not have a chance for fall purchase when the big publishing season starts.

DORIS FOURRE, ALICE HARRIS, LARRY PARSONS AND PAUL POLILLO VOTED IN FAVOR OF THE MOTION; DON LAW AND JEAN HAAKONSEN VOTED AGAINST THE MOTION. MOTION CARRIED.

H. Declare Certain Library Equipment as Surplus and Release it for Public Sale

Mrs. Morrison referred Board members to a copy of the list of surplus equipment. She explained that this differs from the previous one the Board received in that it now has a date on it and also the last
item "assorted shelving" has been added.

DON LAW MOVED TO DECLARE CERTAIN LIBRARY EQUIPMENT AS SURPLUS AND RELEASE IT FOR PUBLIC SALE; LARRY PARSONS SECONDED THE MOTION. MOTION CARRIED.

Chapple Langemack, North Mason Librarian, introduced the library cat, Rubio, who was selected during the library cat audition during National Library Week in April.

Mrs. Langemack stated that one of the annual fund raising projects of the North Mason Friends is the sale of their art calendar. She presented one to each Board member and to Mr. Fuller.

There was no further business and the meeting adjourned at 9:15 p.m.

[Signatures]

SECRETARY

CHAIR