

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

December 15, 1982

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

December 15, 1982

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  
Gloria Anderson, Central Services Assistant II  
Vicky Campbell, Youth Services Coordinator  
Becky Dasen, Central Services Assistant II  
Alma Greenwood, Sr. Reference Librarian, Service Center  
Dixie Lynn, Business Office Asst./Purchasing & Accounts  
Lee Ann Lynn, Page, Lacey Library  
Penny Murphy, Sr. Central Services Assistant  
Marian Osterby, Centralia Librarian  
Kitty Schiltz, Non-Book Materials Coordinator  
Mary Ann Shaffer, Montesano Librarian  
Pam Sheldon, Supply Assistant  
Betty Sholund, Reference Librarian, Olympia  
  
Herbert H. Fuller, Timberland Attorney  
Liane Bascou, Board Recording Secretary

GUESTS PRESENT:

Mike Burbach, Centralia Daily Chronicle  
Jack Gelder, Centralia Finance Commissioner  
Gary Hulbert, Labor Negotiations Consultant  
Ed Lintott, KITI Radio  
Bill Moeller, Centralia Mayor

Mrs. Voege called the meeting to order at 7:35 p.m. She took roll call. All five counties were represented which met the requirement of a four-county quorum for the annual meeting.

AGENDA ITEM  
NO.

1 Approval of Minutes of the November 17, 1982 Meeting

82-87 LARRY PARSONS MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 17, 1982 MEETING; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED.

- 1 Mr. Law commented on Liane Bascou's Clear Writing Workshop report which Mrs. Morrison recently sent to the Board. He said he thoroughly enjoyed the report since he has to do a great deal of writing himself. Mr. Law said he appreciates the quality of the Board minutes.

2 Approval of Vouchers

Mrs. Voege stated that payroll and payroll-related vouchers amounted to \$245,531.12 in November 1982.

82-88

ALICE HARRIS MOVED TO APPROVE VOUCHERS NO. 11709 THROUGH NO. 11908 IN THE AMOUNT OF \$164,209.45; LARRY PARSONS SECONDED THE MOTION.

Mr. Parsons questioned Voucher No. 11801 to Title Guaranty Co., Chehalis, in the amount of \$800, and Mr. Crose stated that this is for rental of the South Mason facility. Mr. Parsons also questioned Voucher No. 11906 to The Evergreen State College, in the amount of \$8,280.66, and asked if this is a regular payment for services for the automated system. Mr. Crose stated that this billing does not usually run this high, and this particular one includes payment for equipment, staff, and supplies.

MOTION CARRIED.

3 Reports

A. Business Manager - Michael Crose

Mr. Crose stated that the Board received half of his report last week which included only a breakdown of expenditures. He said he had hoped to have a breakdown of revenue for tonight, but he did not receive the report from Thurston County until this afternoon. Mr. Crose stated that although he tends to get nervous this time of year, everything appears to be right on target.

B. Timberland Attorney - Herbert H. Fuller

Mr. Fuller reported that he has reviewed several documents which are on tonight's agenda. He said that he will comment on them and answer questions as they come up on the agenda.

C. Library Director - Louise E. Morrison

Mrs. Morrison reported that she met with the Olympia Friends of the Library Tuesday morning to clarify some of the relationships between Friends and the Board, and the Board's intent in trying to straighten out the lines of ownership and responsibility for gifts of equipment. Mrs. Morrison said that she made it very clear to the Friends that there was no recriminatory attempt on the part of the Board when the Board adopted the amendment to the Gifts and Bequests section of the Policy Statement. She said that the treasurer of the Olympia Friends pointed out that the Friends have purchased over \$5,000 worth of equipment in the last year or two which requires maintenance and that the Friends were well aware of that. In the future, when they buy equipment, the

3C Olympia Friends will make any gift to the district based on any policy established. Mrs. Morrison further reported that the Olympia Friends have allocated up to \$1,000 toward support of the Northwest Poetry Conference. She said this means that Martha Gibbs of St. Martin's College can proceed in lining up the poets and preparing announcements. Mrs. Morrison said that some private institutions are being asked to come forth with some additional funding. She said that Peg Coppinger also had recommended to the Olympia Friends they they proceed with helping to fund the project since Mrs. Coppinger perceived the conference as something that will be good for the library.

D. Assistant Director for Central Services - Sally Loken

Ms. Loken reported that the Olympia Library reopened on Monday this week and that they are circulating on-line. She said she is proud of all the staff in all the buildings that have undergone the conversion process as well as other staff in the district who have helped make it all possible. Ms. Loken said that the total items that have been converted as of this afternoon are in excess of 371,000. She further reported that the response time has improved. She said that seven Timberland libraries are circulating on the system--Amanda Park, Centralia, Lacey, Montesano, North Mason, Olympia, and Tumwater. She stated that Aberdeen, Hoquiam, Raymond and South Mason have completed conversion and are eager to begin circulating on-line. Ms. Loken said that the next big project coming up is the loading of the update tapes which should be completed in January and will bring ALIS up to date. She said that CALS now has the software from DataPhase that will allow CALS to process the tapes and load them without having to go through a third party.

E. Board Committees - Ocean Park/South Mason

Mrs. Voegel stated that Mr. Polillo has organized a committee in Pacific County and Mrs. Harris has organized a committee in Mason County to look at provisions for libraries there.

Mr. Polillo reported that the Ocean Park committee's first meeting will be on December 21 at the Ocean Park School. He said that a good committee has been organized and that they will have some big problems to deal with.

Mrs. Harris reported that the South Mason committee will not be able to have its first meeting until after Christmas.

4 Correspondence

A. Letter from McCleary Clerk/Treasurer re 1983 Library Service

Mrs. Voegel stated that McCleary has formally notified Timberland of the town's intent to fund library service until the annexation takes effect in January 1984.

B. Letter from Chehalis City Manager re 1983 Library Service

Mrs. Voegel stated that Mr. Haggard sent an amended contract for

4B the year 1983 which has been signed and ratified by the Chehalis City Council.

C. Letter from Mason County Board of Commissioners reappointing Alice Harris

Mrs. Voege read the letter as follows:

"Enclosed is a copy of the Mason County Commissioner's letter of reappointment to Ms. Alice Harris as representing Mason County on the Timberland Regional Library Board of Trustees."

Mrs. Voege said that the reappointment of Mrs. Harris to the Board took place on November 22, 1982.

D. Letter from Grays Harbor County Commissioners confirming Mason County Commissioners' reappointment of Alice Harris

Mrs. Voege stated that Grays Harbor County Commissioners have concurred in the reappointment of Mrs. Harris.

E. Letter from Lewis County Commissioners confirming Mason County Commissioners' reappointment of Alice Harris

Mrs. Voege stated that the Lewis County Commissioners have concurred in the reappointment of Mrs. Harris.

F. Letter from Pacific County Commissioners confirming Mason County Commissioners' reappointment of Alice Harris

Mrs. Voege stated that the Pacific County Commissioners have also concurred in the reappointment of Mrs. Harris.

G. Letter from Daniel O. Glenn, Elma City Attorney, re 1983 Library Service

Mrs. Voege read the letter as follows:

"This is to confirm that the City of Elma will be continuing its contractual relationship with the Timberland Regional Library for the year 1983."

Mrs. Voege suspended the order of business and requested that the Centralia Mayor and Commissioner be allowed to speak at this time.

5 Unfinished Business

D. Consideration of 1983 Library Service in City of Centralia

Mr. Moeller stated that he wanted to reiterate the city's position that the City of Centralia is a special case. He said that Centralia is being asked to provide space for services outside of the city limits that other cities are not asked to provide. Therefore, Mr. Moeller said that the City of Centralia is asking for compensation for this. He stated that when he was present at last month's meeting he did not know what Centralia's 1983 contract fee would be and he had been instructed by the City

5D Commissioners to ask for the amount of \$25,000. Since then, Mr. Moeller said that the city has received notification of the city's 1983 contract fee and he and Mr. Gelder are present this evening to amend their request and ask for compensation in the amount of \$6,000, basically for providing the facilities for activities which are not devoted strictly to the city's operation of the library. Mr. Moeller said that the question of setting a precedent has come up but he disagrees with this since it would only be setting a precedent for two cities--Centralia and Raymond. Mr. Moeller said that he wanted to point out that if the special levy in Centralia had not passed and if TRL would have to move to another facility, it would cost more than \$6,000.

Mr. Gelder then spoke. He said that the excess levy for 1983 will generate \$119,000 and the 1983 contract fee will be about \$99,000. He said he had hoped that the excess levy would be enough to take care of the total library services in Centralia in 1983. According to projected needs in 1983, Mr. Gelder said that the city will be about \$12,000 short. He said he finds it extremely difficult to subsidize library support in addition to the excess levy which the people passed to support the library. He said without the excess levy, he does not know where Centralia would be. He stated that Centralia is on a tight budget like many cities are. Mr. Gelder said that part of the problem is that utility rates are going up and the largest share of the city's \$30,000 projected costs for 1983 for the library is utilities. He said that is why he and Mr. Moeller are back tonight to try to find some help from Timberland to get Centralia through 1983. Mr. Gelder said that they can go into a lot of philosophies and question why people inside the city have to pay \$30,000 to \$40,000 in addition to the contract fee. He said he thinks the Commission has no problem with maintaining the building and the grounds, but there are things inside the library that are part of this maintenance and operation that the city has no control over. Mr. Gelder said he can see these costs going up to \$40,000 to \$50,000 in the next several years.

Mr. Law stated that he was unable to attend last month's meeting, but said he has been wrestling with this problem and on several occasions thought he had a solution. He said that he has reached the conclusion that there is inequity with regard to financing of library services in the district. Mr. Law stated that it is very narrow, however. How he sees it involves several factors. He said one has to do with actual expense the city undertakes to provide its portion of library services. He said he looks at his own community, Olympia, although he lives in the county. Mr. Law said that Olympia has a large bond issue and pays a lot of money every year to support that library. He said he frankly thinks there ought to be some recognition of building costs to cities, but he said he thinks it should acknowledge the actual cost to the cities. That means that those places which have a bond issue or whatever where they are paying off a building should get credit for that. Mr. Law said that he thinks the only benefit should be given to that portion of the city budget which relates to residential property taxpayers. He said he says that because he is convinced such things as sales tax and commercial property taxes are paid equally by city and non-city residents. Mr. Law

5D said that he would hope that something could be put together which would recognize the extra burden that is undertaken by the residential property taxpayer in contract cities. He said the only alternative to look to is similar to other places in the state where a square-foot allotment is given. Mr. Law said he does not think the square-foot allowance is satisfactory because it does not recognize the things he is talking about. He stated that some of Timberland's libraries on a square-foot basis are more expensive than others. Mr. Law said he would personally give some support to the concept of providing some recognition of the extra burden that the residential property taxpayer within the city pays as opposed to the person who lives outside the city and isn't undertaking that burden. In making this suggestion, Mr. Law said he thinks it recognizes that obviously everyone benefits from having a regional library. In other words, he said the city people benefit immensely from having a regional library which is shown in the statistics cities have been provided. He said it costs much more for a city to provide a library by itself. On the other hand, Mr. Law said he thinks the Board needs to focus in on the taxpayer and whether the burden is equal and he is convinced that for the residential property taxpayer in the city it is not equal. He said it is not very far off. It is a fine tuning, but Mr. Law said it goes to fairness, and he would favor something along this line.

Mr. Gelder said he appreciates Mr. Law's comments. He said he does not wish to leave the impression that Centralia is looking for rent for the building. Instead, he said the city is thinking about the operating overhead such as janitorial services, utilities, etc. that have nothing to do with the building or property.

Mrs. Harris asked about the communication figure in the city's budget which was questioned at last month's Board meeting. Mr. Moeller stated that that is for the security system that protects the building and involves a telephone line between the library and the police station. Mrs. Osterby said that she believes the line goes to both the fire and police departments. She said there is a fee charged by Pacific Northwest Bell and a fee charged by Custom Security. Mrs. Osterby stated that staff turns if off and on and it involves both heat and smoke sensors. Mrs. Fourre asked if the city is now paying for this and if it protects both the city's property and Timberland's property and Mrs. Osterby said that is correct.

Mr. Law pointed out that the Olympia library, for instance, was built with a bond issue and is being paid by the City of Olympia. He said that the Centralia building was paid for by a federal grant. He said that is where he is coming from, in that he is paying for the Centralia building as much as anyone else. Mr. Law said he throws this out as a suggestion for the concept that if there is to be a resolution it probably cannot be based on Centralia's storage of the bookmobile. Mr. Gelder said he is talking about ongoing costs of operation that do nothing but escalate each year and that the city has no control over. He said that utilities are half of Centralia's operating costs.

Mrs. Haakenson asked if Centralia has amended its original



5D request to now include funds to help maintain the Centralia library building. She said she thought the initial request last month was for funds for housing the bookmobile and storage. Mr. Moeller said that basically that is what the city is still asking for. Mrs. Haakenson pointed out that Mr. Moeller and Mr. Gelder have not mentioned the bookmobile but instead are talking about lights, water, janitor service, and ground maintenance which are all part of Centralia's signed agreement to maintain the building and she is wondering now if there is a difference in the city's request. Mr. Gelder said that a problem now is that there is no signed agreement for 1983 between Timberland and Centralia. Mrs. Haakenson asked if the city has any figures which they feel are directly related to the initial request made last month for \$25,000 for housing the bookmobile which she thinks has now been amended to \$6,000, although they have not been addressing the bookmobile question. Mr. Gelder said that he is referring to costs which are the difference between the excess levy and what it will cost the city, which is about \$12,000 short. Mrs. Haakenson asked if the city is asking to split the cost of the shortfall and Mr. Gelder replied that that is correct.

Mr. Polillo said he can understand the city's point of view, but what the Board has to be concerned about is that a lot of other City Councils in small communities have spoken about the same thing. What bothers him is if the Board does this for one city and not for other cities, it would be unfair. Mr. Polillo said he can see where it would really cut into Timberland's budget to do this for all cities.

Mr. Parsons said he has been on the Board for about two years and he was Chair of a committee on city problems. He said he did a lot of research into this. One thing he said he found is that the city reaps innumerable benefits by having a library. He said he keeps hearing about city libraries for rural useage. He said that Timberland is, and is even more so since annexation of several cities, a regional library network. He said that not only does the bookmobile that is housed in the Centralia building serve the rural area, but likewise a person from Centralia or from any other contract city or annexed city can go to any other Timberland library and use the facilities. Mr. Parsons said another point that should be made and which he found in his research of this is that those regional libraries which do pay a stipend, based on square footage or whatever, to the city itself have almost invariably lifted the 106% levy lid. He said that Timberland, too, is strapped by the 106% levy lid. He said that he personally would have a difficult time paying extra money for building support, especially in Centralia, since that library was paid for with a grant. Also, Mr. Parsons said that as Board members, they have to keep in mind that at least two other cities have renewed their contracts for 1983. He said that Centralia also passed a special levy for 1983 which none of the other cities have done.

Mrs. Fourre asked how much people were paying in the past year for the library in Centralia. Mr. Gelder stated that in 1982 the contract fee was \$67,000 and it cost the city about \$30,000 for building support. He said that for 1983, the contract fee is about \$99,000 and the city will receive \$119,000 from the excess

5D levy and projected expenses for building support are about \$31,000, so the city has about \$12,000 which is not funded at this time. Mr. Gelder said that last month, the city did not know what the contract fee would be and that is why the city was asking for \$25,000.

Mr. Law said that he wanted to emphasize the viewpoint he is taking. He said that the focus has always been that the city contributes so many dollars but receives all these benefits. He said that this analysis can take place with regard to any segment of the system and it defines why there are regional libraries since it is such a great deal for everyone. Mr. Law said that people get a lot more service for their money no matter where they live in the district. He said he does not think that is the relevant question, but rather the relevant question is to focus on the taxpayer and whether one taxpayer is paying a fair amount compared to another taxpayer. He said that is why instead of looking at how much money is going where and how much the bookmobile costs and the storage fees, he thinks the real question is if a person lives in one of these cities, is there an extra burden placed on the taxpayer based on the residential property taxes? Mr. Law said he is convinced that that is where the distinction lies. However, he said that other taxes paid to the city, such as excise taxes, sales taxes, etc. are paid by county people, too, and he thinks that portion of the city budget should be ignored for this purpose. Mr. Law stated that he does not have an exact formula but he said he is pretty much convinced, based on circulation patterns and revenues, that a formula could be worked out that would be fair, would not involve a whole lot of money, and in a sense would be an answer to all the complaints the Board has heard over the past several years.

Mr. Gelder said that he understands that in a regional library system everyone will pay the same and receive the same service. Now that Centralia has annexed, he said that the city residents will pay the same amount as county residents, but will also have to pay extra for building support. Mr. Gelder said that he has a problem with that. Mrs. Fourre said what Mr. Gelder is really asking for is that everyone in the five counties absorb the costs of the building. Mr. Gelder said that the city owns the building and should maintain it, but he does not feel that the city should have to pay for actual operating costs.

Mr. Parsons commented that what Mr. Gelder says is really the core of the matter and that is that the city does own that building. He said that he thinks the annexation measure which was passed says that the constituents really want a library in Centralia. Mr. Parsons said that the Board has to consider what kind of political problem it would have if it were to grant \$6,000 to Centralia. He said he has talked with City Council members who have said that they would like to get out of the business of running a library. He stated that Timberland has so many libraries which are close to each other. Mr. Parsons brought up a hypothetical situation where TRL could put a library between Centralia and Chehalis rather than having a library in each city. He said it would cost a lot less, and yet the constituents of both Centralia and Chehalis want the libraries in those cities. Mr. Parsons said

5D he thinks the library is at the core of what a city is all about, and he thinks a healthy city needs a library.

Mr. Gelder said that is why he and Mr. Moeller are present tonight because they have heard from citizens of Centralia asking why they have to pay more for the library after passing the excess levy. Mrs. Voege asked if they thought the contract fee would be about \$119,000 and that is why the excess levy was set at that amount to meet that contract fee, fully expecting to fund the building. Mr. Gelder said that from his point of view the excess levy was to take care of the library situation for the next year. He said the levy was based on so much per thousand dollars of assessed valuation.

Mrs. Voege asked Mike Crose if there is anything else that TRL realizes from the county that benefits the cities. Mr. Crose stated that the population is split between the incorporated and unincorporated areas about 50/50. He said that property taxes represent about 50% of TRL's revenue, and revenue is received in the unincorporated areas from forest excise taxes, state forest yield, stumpage, etc. Following Mr. Law's logic, Mr. Crose said that he would say that a 50/50 split exists in property taxes already. He stated that half of the revenue which TRL receives from property taxes includes the annexed cities. Mr. Crose said that everyone has to consider that when a city annexed to Timberland, TRL only derives property taxes from that annexed area whereas there are other sources of revenue from unincorporated areas.

Mr. Law said that Mr. Crose is really talking about "boonies" and "nukes" and things like that rather than the average residential or semi-residential area. He said what he is saying is that the contract fee in cities is based on the same level of property taxes that people in unincorporated areas pay except that people in the cities pay for the building also. He said only part of a city resident's taxes go for the building because other sources provide money for that building. Mr. Law said that a city resident is paying more than a county resident and he doesn't think that is fair. Mrs. Morrison commented that a county resident's money also is put into the services in a city building which are going into county use. Mr. Law said if they look at it as to how much it costs to provide the Olympia building, for instance, Olympia will always come out fine. If they focus not on how much the services cost, because everyone benefits from that, but rather focus on who is paying how much, the city people pay a little more, depending on where they are. He said that the people in Olympia pay a lot more than the people in Centralia.

Mr. Parsons said that he thinks a lot of this has to do with how near everyone lives to a city library. He said he knows of one county commissioner who is upset because he firmly believes that county residents are paying for the city libraries. Also, Mr. Parsons said that city residents elect people to represent themselves, and seldom do county residents have anyone to represent the county's viewpoints. He stated that he thinks that giving Centralia \$6,000 would set a precedent and that the Board would be honor bound to pay something to every other city in Timberland. Mrs. Voege commented that already a city representative has called to ask if Timberland planned to do something different for Centralia.

5D

Mrs. Harris said that she thinks there is one thing that everyone needs to keep in perspective and that is the reminder that Timberland is a tax-supported service also. She said that Timberland operates with restrictions due to the 106% limitation. She stated that if the Board makes a decision to help Centralia, that decision means that Timberland would help with all city buildings. Mrs. Harris said she doesn't see this in the budget.

Mr. Law said he disagrees with Mrs. Harris and that he is convinced that it would not involve more than \$100,000 districtwide. He said he thinks that Timberland in a relative sense is in far better financial shape than the cities that Timberland serves. Mr. Law stated that Timberland has a better ability to make these types of adjustments and he thinks that the money in a relative sense is available. Mr. Gelder asked what Timberland does with buildings it owns. It was pointed out that there is only one city building, the Montesano library, which was "inherited" by Timberland. Mr. Law said he thinks that everyone can understand that the Montesano building is a unique situation. He stated that he doesn't think that Centralia's situation is any different than any other city in the district. Mr. Law said he thinks it would be irresponsible on the Board's part to grant Centralia \$6,000 tonight, but his comments regard the general finances. He said he does not think they are talking about a whole lot of extra money to be fair and he thinks Timberland can afford it and he would be in favor of it. Mr. Law said that it might be worth an exercise to throw a formula at Mr. Crose and see if he can calculate out a dollar figure that it involves.

82-89

LARRY PARSONS MOVED THAT TIMBERLAND TREAT THE CITY OF CENTRALIA NO DIFFERENTLY THAN ANY OTHER CITY IN TIMBERLAND AND, THEREFORE, NOT GRANT CENTRALIA \$6,000 FOR BUILDING SUPPORT; DON LAW SECONDED THE MOTION. MOTION CARRIED.

Mr. Law requested that he have an opportunity to present to Mr. Crose a formula in line with Mr. Law's proposal and that Mr. Crose report back to the Board at the January meeting. Several Board members expressed concern that this would not give Mr. Crose enough time and that this be delayed several months. Mr. Law stated that he thinks this would be a relatively simple thing to do and that a month, assuming it is not too much of a burden, is a reasonable task for the staff to undertake in light of all the concerns shown by TRL's constituents, and he thinks it is worth the time. Mr. Law again asked the Chair if he could have a response to his request and that the Chair direct staff to delve into this area in the next month. Mrs. Voege asked if this is the wish of the Board. Mr. Parsons suggested that Mr. Crose report to the Board in February and that this be purely informational. Mr. Parsons said he is concerned with how much staff time is involved with Board requests that are brought up on the spur of the moment. He said he recalled a budget request that the Board initiated that took a tremendous amount of time and staff dollars compared to what the Board got out of it. Mr. Law responded that compared to most governing bodies, the amount of time TRL staff spends in response to Board requests is probably "off the graph." He said in terms of spur of the moment requests, several times in the past two years, Mr. Law said he has been at the blackboard trying to formulate something along the lines of his request. Mrs. Haakenson suggested that the Board not put a time frame on this, but rather that this be on staff's list of things to do.

Mrs. Voege stated that if there are no further comments from the Board

5D

at this time, she would like to thank Mr. Moeller and Mr. Gelder for coming to the meeting. She said that the Board understands where they are coming from and she thinks the Commissioners understand where the Board is coming from. Mr. Law asked the Chair again for clarification and if his request has been granted. Mr. Fourre stated that she would say it was. Mrs. Voegel asked Mr. Crose if he would be able to handle this and Mr. Crose stated that he has never failed to fulfill a Board request. He said the time it takes will depend on what Mr. Law presents.

Mrs. Harris asked if any action needs to be taken regarding a contract with Centralia for 1983. Mrs. Voegel said that the Board has 16 days to hear from Centralia and perhaps the Board needs to consider what needs to be done if it does not hear from Centralia. She asked if there is a possibility that Centralia will not renew its contract with Timberland in 1983. Mr. Moeller stated that the Commissioners will have to meet again, but he personally wants library service in Centralia. Mrs. Voegel stated that if Centralia does not renew its contract for 1983, the Board will have to consider options, including storage of materials, dispersing of staff in other places, etc. She said the Board would have to instruct staff to begin looking at various options. Mr. Moeller said he was waiting for a contract to come from the Service Center for 1983 and realized that this is not the procedure. Mrs. Voegel gave Mr. Moeller a contract document for 1983 and told him that the TRL Board would have to have it signed and returned by December 31, 1982.

The meeting recessed at 8:40 p.m. Mr. Law said there has been a very significant event for the Olympia area. He said that recently the United States Olympic Committee considered applications from New York, Buffalo, Los Angeles, Kansas City, and Olympia for the first women's marathon trials ever held in the Olympics. Mr. Law said he thinks this is so monumental that it should be in the record that this event will occur in Olympia in May 1984. The 14th birthday cake for Timberland was enjoyed by all during the recess.

AGENDA ITEM  
NO.

5

Unfinished Business

A. Consideration of Resolution No. 82-11 Adopting the Final 1982 Budget

82-90

PAUL POLILLO MOVED TO APPROVE RESOLUTION NO. 82-11 ADOPTING THE FINAL 1982 BUDGET; ALICE HARRIS SECONDED THE MOTION.

Mrs. Haakenson asked if money which is not spent in different categories can be funneled to other areas. Mr. Crose stated that this is correct and that generally those changes are not made until mid-budget year since he does not have a good idea of the developing financial picture until about July. He said that formal revision by the Board does not take place until late in the year. Mr. Law stated that because of the high interest rates on the outstanding loans that Timberland has, he would be in favor of paying them off instead of adopting this final budget. He said he is particularly concerned about the 13 3/4% interest on one loan, and he stated that he thinks more of an effort should have been made in 1982 to pay this off. Mr. Crose stated that he had hoped earlier in 1982 that revenues in unanticipated amounts would have been higher by this time, but this did not happen. He said that when he made the recommendation to the Board in July to increase the materials budget, he had in mind that Timberland would be able to pay at least \$100,000 of Timberland's outstanding coupon warrants in

5A December. Mr. Crose said that if, in fact, the Board does not adopt this final 1982 budget as outlined, fewer dollars will be available to carry forward in 1983 which would mean that the 1983 budget also would have to be revised. He said the only area he sees where any reductions could be made is in the materials budget.

Mr. Law asked how the trustees are to evaluate the skeleton 1983 budget which the Board has received. Mr. Crose stated that the Board received a considerable preliminary 1983 budget and in his memo to Mrs. Morrison, which the Board received, he outlined the cuts that were made to the dollar. Mrs. Haakenson asked if Timberland is short of money next year, how would TRL go about getting the money needed? Mr. Crose stated that there are a number of options available. He said that the Board can cut expenditures by cutting back on materials, staff, closing libraries, etc. He said that Timberland operates in a balanced budget situation and could issue registered warrants. Mr. Crose explained that if there is at this point every indication that TRL will receive the revenue he has outlined and spends beyond what TRL receives, TRL is technically in a balanced budget situation. He said TRL could proceed with the expenditures as proposed for 1983 and still be within its legal bounds. Mrs. Haakenson asked how the cash flow problem is solved. Mr. Crose stated that interest bearing warrants are issued. He said that Timberland was in this situation in early 1982 for about two weeks.

Alice Harris, Jean Haakenson, Paul Polillo, Larry Parsons and Doris Fourre voted in favor of the motion; Don Law voted against the motion. Motion carried.

B. Consideration of Resolution No. 82-12 Adopting the 1983 Budget

82-91

Larry Parsons moved to approve Resolution No. 82-12 Adopting the 1983 Budget; Paul Polillo seconded the motion.

Mrs. Haakenson asked if the Board at any point in time can authorize paying off or paying on the coupon warrants. Mr. Crose said that if revenues are forthcoming in the budgeted amounts, the Board could reduce expenditures in certain areas and pay on the coupon warrants instead. Also, Mr. Crose said if TRL is in receipt of revenue in unanticipated amounts, those dollars could be allocated to coupon warrants. Mr. Crose said that one of his suggestions to Mrs. Morrison was that a first consideration in 1983 would be additional payment against TRL's outstanding debt.

Mr. Law said that if someone asked him to show the budget, he would show the resolution being adopted. By doing this, Mr. Law said the Board is not adopting the preliminary budget with the modifications to it. He said he understands they are adopting what is found in the resolution. Mr. Law referred to a memo from Mr. Crose to Mrs. Morrison recommending this form of budget adoption to allow maximum flexibility. In his recollection of previous years, the Board has had a detailed line by line budget which the Board has adopted. He said this goes into some detail as to where the money is going, which in turn gives the Board the ability to review it. Mr. Law said what the Board received is a preliminary budget which was in conformity with the way the Board adopts the budget. He said that

5B now the Board is adopting in its place a final budget which does not have this itemization. Mr. Law said that Mr. Crose has accounted for where the changes are but if someone were to ask him to give a detail of the budget of Timberland, he said he thinks it would be what is in the resolution. Mr. Law said that it is contrary to what the Board has done in the past. He said he looks upon the responsibility of a governing body to have some control on a line by line itemization basis as to where the public's money is being spent. Mr. Crose said that the kind of budget Mr. Law is talking about does exist which is a line item of the preliminary operating budget. He said the Board received copies of the preliminary budget and he asked for input from the Board. Mr. Crose said the Management Team then discussed this and reduced certain areas in the budget. He said Mrs. Morrison sent his memo to her to the Board detailing where the cuts were made. Mr. Crose said it is not unusual for a board to adopt a budget in this format and it is recommended by the State Auditor's office. He said that what the Board is considering adopting is a condensation of the line by line preliminary budget. Mr. Law said that it appears that the Board is about to adopt a budget in a format which is totally different than what has been done in previous years which does not have a line by line analysis. Mr. Crose stated that he has copies of county and city budgets and they are all adopted in this same format. Mr. Law said that this is different from the way the Board has always done it and he thinks the Board members have to question what role they are playing in terms of actual line items. Mr. Crose stated that the Board adopted the 1982 budget last year in this identical format.

Mr. Mayer stated that if the Board looks at the preliminary line by line budget that Mr. Crose provided them several months ago and looks at the memo which Mr. Crose sent to Mrs. Morrison, the Board can see exactly where the cuts have been made. Mr. Crose stated that Timberland has never adopted a budget at the A level which is a line item budget, as far as he can determine. Mr. Law stated that the Board has always had the line item document in front of them and now they don't. Mr. Crose said that if Mr. Law wanted that he would have provided it at any time after it was completed. He said he thinks the memo to Mrs. Morrison indicates where the cuts were made. Mr. Crose said he would never recommend that the Board adopt a budget at the A level because it completely ties staff's hands; for instance, he would not be able to switch back and forth in data communication telephone lines vs. regular conversation telephone lines. Mr. Law stated that the Board could change this at its next meeting. Mr. Crose stated that it would involve too many changes. Mr. Parsons commented that he thinks everyone is concerned about the "picayunish" things this Board concerns itself with.

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

C. Consideration of 1983 Contract with City of Chehalis

82-92

LARRY PARSONS MOVED TO APPROVE THE 1983 CONTRACT BETWEEN  
TIMBERLAND REGIONAL LIBRARY AND THE CITY OF CHEHALIS; JEAN  
HAAKENSEN SECONDED THE MOTION. MOTION CARRIED.

5 D. Consideration of 1983 Library Service in the City of Centralia

This matter has been previously discussed. Mrs. Voege commented that it is very difficult for cities to come before the Board and she said that everyone knows that each one is protecting its turf. Mrs. Harris stated that the Centralia representatives have been very polite, pleasant and friendly, and she appreciates that. She said it is a hard thing to keep discussing and they could have an attitude which would make it even more difficult to discuss.

E. Consideration of 1983 Library Service in the City of Elma

Mrs. Voege stated that Timberland has received confirmation from the City of Elma that the city will continue to contract with Timberland in 1983. She said Mr. Fuller has reviewed the contract.

82-93 ALICE HARRIS MOVED TO ENTER INTO THE CONTRACT WITH THE CITY OF ELMA; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

6 New Business

A. Consideration of Resolution No. 82-13 concurring in a February 1983 Annexation Election in the City of Aberdeen

82-94 ALICE HARRIS MOVED TO APPROVE RESOLUTION NO. 82-13 APPROVING THE ANNEXATION OF THE CITY OF ABERDEEN TO THE TIMBERLAND REGIONAL LIBRARY; DORIS FOURRE SECONDED THE MOTION. MOTION CARRIED.

B. Consideration of Building Maintenance Agreement with City of Aberdeen

Mrs. Voege stated that this is the same form of agreement that Timberland has entered into with other cities which have annexed to Timberland.

82-95 LARRY PARSONS MOVED TO APPROVE THE BUILDING MAINTENANCE AGREEMENT WITH THE CITY OF ABERDEEN; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

C. Consideration of Salaries and Benefits for Salaried Positions not covered by the Contract with the Timberland Staff Association

82-96 JEAN HAAKENS ON MOVED THAT THE BOARD GRANT A 1983 WAGE AND BENEFIT PACKAGE FOR EXEMPT STAFF WHICH INCLUDES A 7% SALARY INCREASE, A PROFESSIONAL SALARY ADJUSTMENT, 100% EMPLOYEE INSURANCE COVERAGE, AND UP TO \$25 A MONTH FOR DEPENDENT MEDICAL INSURANCE; ALICE HARRIS SECONDED THE MOTION. ALICE HARRIS, JEAN HAAKENS ON, PAUL POLILLO, LARRY PARSONS AND DORIS FOURRE VOTED IN FAVOR OF THE MOTION; DON LAW VOTED AGAINST THE MOTION. MOTION CARRIED.

D. Consideration of Contract Ratification with the Timberland Staff Association

No action was taken since the Board's offer to the Association had been refused.



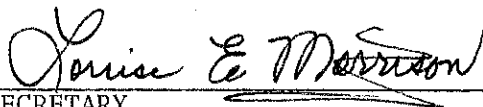
6 E. Election of Officers for 1983

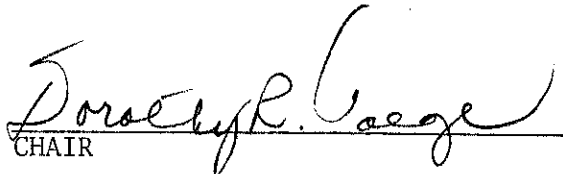
Mrs. Voege stated that there has been a request that this matter be put off until January. Mr. Polillo asked why this needs to be postponed until next month and if there are other Board members beside Mrs. Voege and Mrs. Harris who are willing to serve in the positions of Chair and Vice-Chair. No other Board members expressed interest.

82-97

LARRY PARSONS MOVED THAT DOROTHY VOEGE SERVE AS CHAIR AND ALICE HARRIS SERVE AS VICE-CHAIR DURING 1983; PAUL POLILLO SECONDED THE MOTION. PAUL POLILLO, JEAN HAAKENSON AND LARRY PARSONS VOTED IN FAVOR OF THE MOTION; DON LAW VOTED AGAINST THE MOTION; DORIS FOURRE ABSTAINED. MOTION CARRIED.

There was no further business and the meeting adjourned at 9:30 p.m.

  
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SECRETARY

  
\_\_\_\_\_  
CHAIR