

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

August 17, 1983

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TIMBERLAND REGIONAL LIBRARY
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August 17, 1983

M I N U T E S

BOARD MEMBERS PRESENT:

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

BOARD MEMBER EXCUSED:

Doris Fourre - Thurston County

STAFF PRESENT:

Louise E. Morrison, Library Director	
Mary Stough, Assistant Director for Public Services	
Sally Loken, Assistant Director for Central Services	
Mary Ann Shaffer, Supervisor-Personnel Administration	
Michael A. Crose, Business Manager	
Rick Andersen, Olympia	Andrea Matchette, Olympia
Connie Bradley, Service Center	Mike McNamara, Montesano
Vicky Campbell, Service Center	Robin McNett, Aberdeen
Claire Christiansen, Service Center	Penny Murphy, Service Center
Dee Depoe, South Mason	Ollie Nelson, South Mason
Jim Donahe, Chehalis	June Paine, Service Center
Diane Dougherty, Service Center	Chris Peck, Hoquiam
Mary Esget, Tumwater	Margaret Philbrick, Aberdeen
Doug Gelis, Service Center	Patty Reed, Chehalis
Barbara Glandon, Service Center	Therese Rice, Service Center
Jo Hagen, Centralia	Marty Robbins, Olympia
Martha Hill, Aberdeen	Valerie Robbins, Tumwater
Linda Hinkle, Aberdeen	Pam Rood, Olympia
Helga Holmes, Centralia	Mary Russell, Lacey
Patsy Humphres, South Mason	Rivkah Sass, Chehalis
Rene Johnson, South Mason	Tina Sayers, Centralia
Sally Kauffman, Tumwater	Linda Schade, Olympia
Geraldene Ketola, Aberdeen	Kitty Schiltz, Service Center
Chapple Langemack, North Mason	Betty Sholund, Olympia
Dianne Loomis, Yelm	Donna Stahl, Aberdeen
Dixie Lynn, Service Center	Darlene Stone, Chehalis
Ione Mason, Centralia	Jay Windisch, Aberdeen

Liane Bascou, Board Recording Secretary

GUESTS PRESENT:

Helen Abegglen, Olympia Friends	Stephen McCullough, Olympia
Cary Anderson, Radio KQ 92	Rev. Stephen M. McCullough, Olympia
Marcheta Bean, Olympia Board	Charles P. Murray, Hoquiam Board
Susan Beck, Olympia	Tracy Murrow, Olympia
Larry Bye	William Obert, Olympia
Joann Denston, Olympia	Joe V. Perrault, Olympia
Barbara Dolliver, Olympia Friends	Wyonne Perrault, Olympia
Coke Funkhouser, Olympia Board	Elsbeth Pope, Olympia
Chauncey Griffith, Olympia Friends	Carla Rorcey, Olympia
Dean Hacket, Olympia	Oscar Soule, Olympia Board
Abby Haight, Daily Olympian	Allan Spaulding, Olympia
Barbara Maki	Ruth Tugby, Olympia Friends
Annette McCullough, Olympia	Harlan Zinck, Pierce County Library
Mary McCullough, Olympia	

Chair Dorothy Voegel called the meeting to order at 7:35 p.m.

AGENDA ITEM
NO.

1 Approval of Minutes of the July 20, 1983 Meeting

83-33 ALICE HARRIS MOVED TO APPROVE THE MINUTES OF THE JULY 20, 1983 MEETING; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

2 Approval of Vouchers

Mrs. Voegel noted that payroll and payroll-related vouchers amounted to \$261,504.72 for July 1983.

83-34 JEAN HAAKENSEN MOVED TO APPROVE VOUCHERS NO. 13073 THROUGH NO. 13201 IN THE AMOUNT OF \$66,481.66; ALICE HARRIS SECONDED THE MOTION.

Mrs. Voegel asked if Voucher No. 13121 to Ocean Park Mini-Storage in the amount of \$160 is a monthly charge and Mr. Crose stated that it is. He said this is for rental of four storage units. Mrs. Harris questioned Vouchers No. 13126 (\$3,212.06) and No. 13127 (\$10,390.73) to Pacific Northwest Bell. Mr. Crose stated that voucher No. 13127 is for about seven weeks of data communication lines. He explained that the phone company had some problems with the billing and in the future the billings will not be this high. Mrs. Harris recalled that the telephone costs were not very low last month either and Mr. Crose said last month's costs were not this high. Also, Mr. Crose stated that Voucher No. 13163 to the Washington Library Network in the amount of \$4,671.45 is significantly lower than it has been in the past several months because there has not been the volume of acquisitions as there had been earlier in the year. Mr. Parsons asked Mr. Crose if he knew when the telephone increases will take effect and what the impact will be. Mr. Crose stated that it will be a gradual phase-in and he does not know what the impact will be.

MOTION CARRIED.

3 Reports

A. Board Committees

(1) South Mason - Alice Harris

Mrs. Harris stated that she sent a memo to the Board members to bring them up to date on the South Mason matter. She reported that the South Mason Committee feels it has done as much as it can do in exploring the district's options at the existing site. She said that TRL is a year away from having to make a decision of whether or not to renew the lease or look into the purchase of the property. Because of the financial problems facing the district at this time, Mrs. Harris suggested that this be delayed until next year once the Board has a better idea of what the financial situation will be. Mrs. Voegel thanked the committee for the work they have done.

(2) Municipal Library Building Support - Don Law

Mr. Law reported that he gave a report at the last Board meeting on

3A(2) the "shirtsleeve" session held on July 13 with city representatives and that he had recommended that the Board withhold action on this matter until tonight. He said that it had been previously announced that the August Board meeting would allow for further public input. Mr. Law said that the committee is recommending that the current method of providing building support be maintained.

B. Timberland Attorney

Mrs. Voege stated that Mr. Fuller is on vacation.

C. Library Director - Louise E. Morrison

Mrs. Morrison referred to the Preliminary Operating Budget for 1984 which is on tonight's agenda and explained that if the Board adopts this it does not mean that the district will end up with that much revenue in 1984. She said that at the July meeting of the Management Planning Group, a sub-committee was named to come up with ideas to generate more revenue or save money in order to increase the materials budget. Mrs. Morrison said that committee included Chris Peck, Hoquiam; Joyce Nichols, Tumwater; Marian Osterby, Centralia; Mike Crose, Business Manager; Mary Ann Shaffer, Personnel; Mary Stough, Public Services; and Sally Loken, Central Services. She explained that this sub-committee was also asked to examine work loads and staffing levels in the libraries and to suggest ways to even the load. She said the Business Manager was then asked to come up with his prognostication of possible costs of some of the options which had been generated by discussion with other libraries in the system. When this work was completed, Mrs. Morrison said that the sub-committee met again to review the progress and prepare a summary of recommendations.

Mrs. Morrison said the Senior Administrative Team then met and reviewed the recommendations. At the same time, Mrs. Morrison said that Mr. Crose was just finishing his "worst case" prediction of what will actually be the revenue for the library district in 1984, and it appears that the revenue for 1984 may be less than the revenue for 1983. Also, she said that fixed costs go up each year. She stated that it will probably be after December 1 before staff will really know how accurately this can be predicted. Mrs. Morrison stated that in the "worst case" projection for 1984, there is zero increase in the materials budget and staff had originally set out to increase the materials budget. She said the committee prioritized its list of ways to cut costs and increase revenue as follows: (1) increase profit from coin-operated copy machines by raising the cost from 10¢ to 25¢ per copy; (2) savings on gasoline and vehicle maintenance due to reducing the number of meetings; (3) cutting the training budget in half; (4) restructure and reduce audio-visual services; eliminate film clerk positions; and in the event the "worst case" projections turn out to be the real case, (5) reduce hours/staff in large buildings.

Mrs. Morrison said that staff is asking the Board to approve a preliminary budget for 1984 later on the agenda and this budget is an optimal budget predicated on what the district needs to provide library service. She said she hopes the Board will approve this budget bearing in mind that the real case may be very close to the same revenue the district will receive in 1983.

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D. Assistant Director for Public Services - Mary Stough

Mrs. Stough referred to her written report.

E. Assistant Director for Central Services - Sally Loken

Ms. Loken had no report.

F. Business Manager - Michael Crose

Mr. Crose referred to his written report. He said that expenditures for the circulation system are overspent by 28%, but once this is allocated to the proper element, TRL will still be within its budget for this year. He explained that some data communication equipment which was scheduled for purchase in 1984 was purchased now, because it will save the district a considerable amount of money in leasing costs.

Mrs. Voege asked Mike McNamara of Montesano if the new roof is on the Montesano Library. Mr. McNamara said the new roof is on and the architect was just by this afternoon. He said the roofing company will come back in about 6 months for some finishing work. He also reported that it did rain one night and it looked as if the slope of the roof will allow the rain to drain off properly.

4

Correspondence

A. 6/15/83 letter from Dan E. Fellows

Mrs. Voege quoted from the letter as follows:

"The lack of managerial competence so apparent in the institution of the ALIS system - as shown by the idiocies perpetrated on T.R.L. patrons - coupled with past and prospective cuts in service (Interlibrary Loans, etc.) is such that the support of those who are at least in theory your employers: - "The Taxpayers" - may justly become more of a problem than it now is. Unfortunately, since it is not socially acceptable to advocate the decimation of management personnel out of hand, the only suggestion I have is that you make absolutely sure that in the end the computer is at least of some benefit to the patrons.

"So far as I am able to tell, the only saving grace in this whole mess is the helpful care of those who deal directly with the public, and even this is partially negated by the fact that librarians and machinery are not usually mutually compatible."

Mrs. Morrison commented that Mr. Fellows probably has received as much service from TRL over the years as any single individual in the five counties.

B. 8/16/83 memo from Aberdeen Library Board

Mrs. Voege stated that the Aberdeen Library Board is concerned about the possible cuts of services and staff and they feel that because they, too, are trustees, they are entrusted with their local library and they think the staff and service hour reductions proposed will be unacceptable to the public. She said the letter goes on to comment on the elimination

4B of the audio-visual services which they feel will, by itself, have an immediate impact on the public because of wide use of films. Mrs. Voegel said the Aberdeen Board also has suggested taking a critical look at reduction in Service Center administrative positions. She said they feel that employees who work at the local level serve the public more directly than those at the Service Center. Although they do not make a specific proposal, Mrs. Voegel said the Aberdeen Board feels there should be administrative reductions as well as in the local libraries. She said they also suggest that the reduction in the training budget, reduction in meetings, and copy machine increase could be implemented sooner than 1984 resulting in greater savings.

A gentleman in the audience asked if the Board will accept taxpayer testimony with regard to the cuts of services and staff and Mrs. Voegel said the Board will at the time they discuss the 1984 Preliminary Budget in Agenda Item No. 6B.

5 Unfinished Business

A. Municipal Library Building Support

Mrs. Voegel asked if there was anyone present who wished to make any comments on the report of the Municipal Library Building Support Committee. For the benefit of those present, Mr. Law briefly explained that for a number of years there has been a rather complex issue under discussion with regard to the way building support is provided in cities which contract with or have annexed to the district. He said a committee was appointed several months ago which he chaired and the committee gave a preliminary report to the Board with the idea to allow time for further public comment at tonight's meeting. He said that it primarily involves city administrators and city councils. There were no comments from those present.

83-35

DON LAW MOVED ON BEHALF OF THE MUNICIPAL LIBRARY BUILDING SUPPORT COMMITTEE THAT THE CURRENT METHOD OF PROVIDING BUILDING SUPPORT BY CONTRACT CITIES AND ANNEXED CITIES BE CONTINUED; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

6 New Business

A. Annexation of Town of Rainier

Mrs. Morrison stated that Mary Stough had attended a meeting of the Yelm Library Board last year and one of the people at that meeting is a resident of Rainier who asked about annexation and whether or not Rainier could annex to Timberland. This person asked for more information on annexation which Mrs. Stough provided. Mrs. Morrison said that Timberland did not hear anything further from town officials until Friday when she received a call from Jan Visser who is the town clerk-treasurer who informed Mrs. Morrison that Rainier had just passed an ordinance requesting annexation to Timberland. Mrs. Morrison explained that the Board's 1981 resolution which sets forth the conditions for approving requests for annexation had to do with cities currently contracting with the district with city-owned or city-leased library facilities. Mrs. Voegel quoted from the current Board resolution as follows:

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"RESOLVED By the Timberland Regional Library Board of Trustees that the request for annexation of the Town of Rainier be approved subject to the following:

"Section 1. Timberland Regional Library shall provide the same access to its services which it now provides to the people of unincorporated Thurston County.

"Section 2. Timberland Regional Library shall not be required to establish, maintain, or staff a library facility within the town limits of Rainier."

83-36

LARRY PARSONS MOVED TO APPROVE RESOLUTION NO. 83-1 APPROVING THE ANNEXATION OF THE TOWN OF RAINIER AND SETTING FORTH THE CONDITIONS FOR APPROVAL; JEAN HAAKENSEN SECONDED THE MOTION.

Mrs. Harris asked if Timberland's attorney has reviewed this resolution and Mrs. Morrison stated that Mr. Fuller was not available. Mr. Law said that he has reviewed it and he said that not only does the resolution not require Timberland to establish a facility in Rainier, but it makes it clear to Rainier residents that there never was the intent so there cannot be any misunderstanding in the future. Mr. Parsons asked if the Rainier Council does understand this and Mrs. Morrison said that this has been made very clear to them. She said the town officials want to have an election for annexation this fall so that Rainier residents can access Timberland's services. Mrs. Morrison said that the Town of Rainier has approached TRL several times over the years asking about contract fees but the town could not find a way to come up with the funding until this annexation procedure came up and they felt that this would be the way to get library service without tearing up their town budget. Mr. Parsons asked if there have been any inquiries about annexation from other incorporated cities which do not contract with Timberland. Mrs. Morrison said that she thinks that a city in Lewis County has inquired verbally about this, but she does not remember which one it was.

MOTION CARRIED.

B. 1984 Preliminary Budget

Mr. Crose said that the Board is being asked to adopt a Preliminary Operating Budget for 1984 in the amount of \$5,889,428. Before doing this, he said he would like to discuss another budget consideration which they have been calling Timberland's "worst case" projections. He said the "worst case" projections for 1984 revenues total \$4,455,094 which is a little less than the 1983 operating budget. Mr. Crose stated that 1984 will be an unusual year for Timberland and there are a lot of unknowns, which makes it important to plan early. He explained that the Board has no control over the levy rate other than being able to set a lower levy rate than is allowed by law. Mr. Crose said that he believes that in 1984 the Timberland levy rate will for the first time in a number of years increase. In 1983 he said the levy rate is 36.22¢ per \$1,000 of assessed valuation and in 1984 he thinks the levy rate may increase to 37.44¢. Mr. Crose explained that the levy rate is determined by taking last year's levy rate and multiplying it by 106% (this is known as the 106% limitation). In addition to that amount, Timberland is allowed an increase because of new construction and state-assessed property. Mr. Crose said he has projected that new

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construction district wide will be at the same level as in 1983. He said that originally he would have anticipated that it would be greater but because of the mothballing of the nuclear plants at Satsop, he thinks Timberland will lose some assessed value in that area. He said that WPPSS will also affect Timberland because he does not think the utility values will increase on the tax rolls in the five-county area.

Mr. Crose said another factor which will affect 1984 revenue is the removal of inventory values from the property tax rolls. He said he understands from the Association of Washington Cities that that amount will be approximately 17% in the incorporated areas in Washington State. However, he said that Timberland is not composed of just incorporated areas, and he assumes that district wide Timberland will lose about 10% of its tax base. Mr. Crose explained that the loss of the tax base does not mean a loss of dollars in the district but it means that Timberland divides its allowable levy amount by a lower tax base and comes up with a higher levy rate. He said the 37.44¢ levy rate for 1984 is an estimate at this point based on the best information available to date which is property taxes in the amount of \$2,745,552, city contract fees based on a lower total assessed valuation of the remaining contract cities (there are only 7 of them) at just over \$331,000, and forest excise tax collection which is Timberland's levy rate multiplied by the timber roll (which is the value of the standing timber) in the amount of \$261,000. In addition, Mr. Crose said he anticipates a carry forward from 1983 to 1984 of \$358,000 and this is based on the assumption that Timberland will not expend approximately 3% of the 1983 operating budget. He said that this also assumes that Timberland will see more than \$250,000 in unanticipated revenue in 1983. Mr. Crose stated that one remaining major revenue source in the district is the distribution of the reserve fund, which is forest tax distribution after Fund A distribution has been made to the taxing entities in the five counties. Considering the recovery in the forest products industry, Mr. Crose is assuming that Timberland will receive a 10% increase over 1983 levels and that figure will total \$519,399. Beyond that, he said he has budgeted in 1984 private forest yield at the same amount as in 1983 at \$100,000, and state forest yield at approximately the 1983 level at \$10,000, photocopy service at \$30,000, library use fees \$1,000, investment interest at \$30,000, state forest board interest at \$13,000 which is an increase over last year, sale of fixed assets which has to do with timber sales at \$50,000, and payment for lost/damaged books at \$5,000. This gives a "worst case" of \$4,455,094. Mr. Crose said that he believes at this point that there is a 25% chance that Timberland will see that level of revenue in 1984. He said that the preliminary operating budget which is being presented tonight of \$5,889,428 is in effect what these revenue items would be at 50¢ per \$1,000 of assessed valuation and reflects the optimal operating conditions district wide.

Mr. Parsons asked what items go in unanticipated revenue. Mr. Crose said that basically comes from timber tax sources because Timberland never knows for sure what the amounts will be in the timber tax accounts. He said the amounts generated have to do with the timber harvest in any one of the counties, with the type of timber harvested, timber harvested on reforestation lands, and sales of fixed assets which is state timber sales. He said that private forest yield, for example, can run from as low as \$5,000 to as high as \$225,000, so he tries to come up with some medium figure and hopes that Timberland gets at least that much, and anything above that is unanticipated revenue. Mr. Parsons asked

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when Timberland receives timber tax revenue and Mr. Crose stated that it can come in at any time. He explained that the counties are required to distribute to the various taxing entities annually but there is no date set. Mr. Crose stated that if a county opts for distribution on December 31 and the warrant does not clear the Thurston County Treasurer's office, which is Timberland's fiscal agent, until in January, that would count as the following year's revenue. Mrs. Morrison explained that the state auditor figures that taxing entities can accrue expenditures in advance but "revenue" is revenue only when it is in hand.

Mr. Crose stated that Timberland cannot assume that 100% of the taxpayers will pay 100% of their property taxes in a given year and he thinks that 95% is a reasonable figure to use. Considering the economic conditions of Grays Harbor and Pacific Counties, for example, Mr. Crose said he thinks it is reasonable to assume that a number of people will not be able to pay their property taxes in a timely manner.

The floor was opened for comments from the audience.

Helen Abegglen said that there are many people in the community who are deeply concerned. She said that at the Olympia Library there are large groups every day watching and listening and learning and she is speaking about the audio-visual equipment of the library. Ms. Abegglen asked that the young people be remembered and the large group of new Americans who are learning to speak English and learning about their new country, as well as the old and infirm. She said that she thinks everyone is thinking of this as a war and sometimes if the "troops out in the field are going to get a good field position, those at the top have to help us learn to deal with the problems very carefully so that the troops in the field can continue."

Dean Hacket commented that he uses the Olympia Library and as a pastor in the community he would like to address the issue in both private use as well as day care use of the audio-visual services. He said there are many children who receive education through films who would not have received this education any other way. He said that films are not only entertainment but educational for children, and a lot of their training at day care comes from the audio-visual department at the library. Rev. Hacket said that if that is cut, it will hinder this service in day care centers, which cannot afford to offer this service any other way. As a private user, he said that his family uses the audio-visual services often. He said he is able to present to his children part of their culture, arts, etc. and he strongly urges that audio-visual services not be cut because it is a fine service which is provided to the community.

Mr. Law said that he appreciates these comments because during the last year he has fought the library system committing itself to buying and then letting out commercial films of a nature that are readily available in private video-tape rental outfits. He said that several months ago Timberland made a commitment to buy substantial numbers of these video tapes. Mr. Law said the question he has is the reference made to the unavailability of these films through other sources and the use as a learning resource for children. Rev. Hacket said he is not addressing himself to video tapes of, for instance, academy award winning movies, but rather he is referring to 16mm films that are educational. He said he has not personally checked out video tapes because he is not interested in those, but he is talking about use of 16mm films that provide

6B both education and entertainment. He said he is asking Timberland to look at the educational and training aspects that are available through 16mm films.

Oscar Soule, Olympia Library Board member, commented that if a person wishes to rent a video tape, there is a fee generally in the neighborhood of \$50 to \$100 associated with joining a group, in addition to the rental fee of about \$3 per tape, and they are only available for 24 hours. He said he finds Mr. Law's comments disturbing and said that perhaps the library should charge \$100 to join the library or have people go out and buy their own books.

Chauncey Griffith, President of the Olympia Friends, said that a good deal of the audio-visual equipment at the Olympia Library has been purchased by the Friends and the Friends worked very hard to raise the money. He also commented that it appears that in reducing staff, Timberland is reducing mostly the people who do the work and the people at the bottom of the scale. Mrs. Voege said that she was not aware that there are people who do the work and people who do not do the work and she thought that all the staff worked. Mr. Griffith commented that a close look would show there is a good deal of "dead wood."

Barbara Dolliver said that she is presently a part-time English teacher at Centralia College and has been involved with the Olympia Friends and she would like to speak in support of retaining funding for audio-visual aids. She said she does not see audio-visual as an either/or choice, but rather an important factor in a total program of communication. Ms. Dolliver said that she has found in teaching that the films she has borrowed from the library are an important springboard for the intellectual process toward written expression. She said that films have generated responses that were not possible in any other way and it is a film which has enabled people many times to respond in written form in a remarkable, individual and creative fashion. Ms. Dolliver said she would find herself impoverished as a teacher if she could not get audio-visual materials through the library. She said when she visits the library she sees clusters around the carousels of youngsters who are the library patrons of tomorrow. She said she sees youngsters watching educational films and having a happy, positive experience in the library. Ms. Dolliver stated that audio-visual materials are crucial materials and she is not ready to relinquish them without looking very carefully at the budget.

Allan Spaulding said that he is a teacher at Pioneer School located outside Shelton and resides in Olympia. He said he is more than satisfied with the operation and functioning of the library and the reason he is present tonight is because he would like to see it continue that way. Therefore, he said he would like to present some proposals. He stated that he is representing 23 teachers on the staff at Pioneer School and last year the school used audio-visual services from Timberland 150 times for kindergarten through grade 6 because they are unable to get these films from ESD since ESD usually supplies only highly technical and educational films for high school students. Mr. Spaulding asked if it would be possible to reduce the days and times of audio-visual service rather than cutting it out altogether, or charge a user fee at either a group rate or institution rate, or accept qualified volunteer services, or provide for voluntary pay reductions for the A-V staff if they would go along with this, or allow specific A-V

6B donations to the library. Mr. Spaulding emphasized that these are positive proposals. He said he would like to see all possible positive avenues explored before any programs, particularly A-V, are scrapped altogether.

Coke Funkhouser, Olympia Library Board member, and liaison to the Olympia staff, said that the decision of priorities in the budget cutting process will come from the Board, but up until tonight, the public and the staff have felt left out of the process and rightly so. Since this is possibly a semi-permanent situation, Ms. Funkhouser asked that a final decision be held off for one month and during that time each Board member go to a local library and hear comments in a public meeting perhaps run by the local library board. She suggested that the meetings be advertised as opportunities for people to talk about services they can live without and creative ways to cut library services. Ms. Funkhouser said that the staff meeting at the Olympia Library last week brought forth some creative ideas and there are many more out there. She said that the public and staff will feel better about the priority decisions if they have a chance for input because this is too important a decision for haste.

Joe Perrault agreed with Mr. Spaulding's comments on positive solutions. He said that he and his family are on a tight budget and have to look at ways to save money and that is why they turn to the library to help their family receive some type of entertainment. He said it costs too much for them to go to the movies and in most cases there are not many films available for families. Mr. Perrault said that he thinks it is very important that this service be made available to the public just for these reasons.

Steve McCullough said that he agrees with most of what is being said. He said he has always been satisfied with the services he has received from Timberland. Due to personal preference, he and his family no longer have a television set in their home, primarily due to the nature of programs on television and the same thing is true of movie theaters. Mr. McCullough said he uses the audio-visual materials both for education and training for his family and it would be sad to see this wonderful resource eliminated.

Larry Bye stated that he works with many agencies in the county and he has been involved with library systems all around the world. He said he thinks that Timberland is one of the finest library systems anywhere, and that is because of the multiple things offered. Mr. Bye said that if the films are put away, they will no longer be available for patrons to use. He said films are beautiful pieces of art and deserve recognition just like any kind of art form provided in the library.

Mr. Law stated that Coke Funkhouser made reference to ideas which the staff has presented and he asked for clarification. Mrs. Funkhouser said that one she particularly thought was a good idea is to define basic library service as the legislature is trying to define basic education. Then, she said, perhaps a user fee can be charged for other services. Mr. Law asked if there were a number of suggestions and proposals made and if they were written down. Mrs. Funkhouser said she thinks they were just oral suggestions. Betty Sholund commented that she thinks the basic philosophy in the suggestions is to find many ways to cut back, even though small, rather than to eliminate one whole service. Mr. Law asked if these suggestions were reported to the Board

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in any way. Mrs. Morrison said that she thinks suggestions were reported to the sub-committee of the Management Planning Group. Mr. Law said that he thinks the Board members are completely unaware of these proposals. Mrs. Morrison asked Mrs. Funkhouser if she would like to see basic library services defined like the legislature has defined basic education which does not even include libraries. Mrs. Funkhouser said she thinks staff meant charging a fee for audio-visual services, for example. Mrs. Morrison commented that this type of thing would discriminate more than anything else would. Mrs. Funkhouser suggested that the Board find out what the public does think about this and get their input. She said she thinks that staff would attend these meetings, too, and that there would be some creative ideas. Mr. Law said he is somewhat bothered by hearing about creative ideas and the Board has not been made aware of these prior to this meeting.

A member of the audience asked for the amount spent on sending books to the public by mail. Mrs. Voegel said that this, also, was one of her ideas. Chapple Langemack asked that everyone please realize that Olympia is not the only library in TRL. She said that the North Mason Library is only open 4 days a week and many of the people it serves live many miles from the library. She said that while this may work in Olympia, it would not work district wide. Mrs. Morrison then explained that TRL used to call patrons and let them know when a book was available in the library. However, she said that from the time the request got to the library and the book got into the patron's hands, many staff members had handled that one request and it took a considerable amount of time. She said that this method also keeps the book out of circulation for a longer period of time, and it is not possible for Timberland to buy enough duplicate copies of many books. Therefore, Mrs. Morrison said that mailing a book to a patron is the cheapest and most efficient way to handle it. Mrs. Morrison stated that like other public service institutions, the most expensive thing for Timberland is to pay its staff.

Mr. Soule said that the point is that there are ideas that people would like Timberland to explore before cutting out the A-V services. Mr. Parsons stated that the preliminary budget which the Board is considering tonight is the "best of all worlds" and it says that this is what TRL needs to run the library district. He stated that some library districts in the state have lifted the 106% limitation in order to provide better library service. Mr. Law said that perhaps this needs to be clarified. He said that the preliminary budget that the Board is considering tonight has nothing to do with these cuts. He asked at what point the Board is supposed to take action regarding budget cuts, and if so, when. Mr. Crose explained that there have been suggestions for small cuts, but when looking at the "worst case" situation, they are looking at saving several hundreds of thousands of dollars. He said he is not saying that small cuts here and there will not help, but when they are talking about this much in cuts, then major areas will need to be cut. Mr. Crose stated that the Board probably will not adopt a final operating budget until November or December because historically the figures will not be available from the counties until then.

Marcheta Bean said that she thinks the feeling among many is that if, in fact, meetings are set for the public to attend and explore alternatives district wide, would the Board be willing to listen to some of

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these options suggested. Mrs. Voegel said that the Board would be willing to listen, but she said she hopes everyone understands that they are talking about 25 libraries. Ms. Bean said that she means each library meeting individually. Mrs. Voegel said that one problem with that is that if a suggestion has a financial impact, the Board members cannot assess a financial impact and that is why they have Mike Crose. She said that Mr. Crose can sometimes "wing" it off the top of his head and give ballpark figures, but it takes a considerable amount of time for him to get exact figures.

Mr. Law said that he would like to work out a structure to get input to the Board, because clearly this is not the time to get all of this input. Mr. Spaulding asked if the Board would consider information from patrons and library boards in a coherent proposal put together by volunteers. Mr. Law stated that staff is already available and he does not think it necessary to create a new bureaucracy. Mr. Spaulding then asked if perhaps a sign can be placed in each library asking for people to get in touch with the library board.

Mrs. Voegel asked if local librarians have been involved in this process and Ms. Loken stated that three of the building supervisors worked as a sub-committee with the Senior Administrative Team in July and these three building supervisors contacted the other building supervisors. She said she does not know how many of the building supervisors talked with their own staff. She said the sub-committee initially set out to come up with ways to add money to the materials budget which was before Mr. Crose had budget projections available, and the committee found out at the end of the process that nothing can be added to the materials budget. Ms. Loken said that the dimensions of the problem were not clear until they got to the end of the process and they were looking at a situation that was changing constantly and it was not until the end of July that Mr. Crose was able to come up with more solid figures. Mrs. Morrison said that it is very important that people recognize that staff is trying to protect the library services recognizing that when a service is cut, it will go against the grain of someone. She said that it is virtually impossible to save substantial amounts from the 30% of the budget which does not go into salaries, wages and benefits.

A gentleman in the audience asked about the possibility of raising revenue and Mrs. Voegel said that this is not possible because Timberland is ruled by the 106% limitation. He suggested asking people for money since he has always thought that this was a fairly progressive community. Mr. Parsons said that the problem is the 106% limitation and this needs to be lifted, but that would take the vote of all five counties and he does not think this would happen, as he sees it, politically. Mrs. Voegel explained that Timberland can levy up to 50¢ per \$1,000 of assessed valuation, but because of the 106% limitation law passed in the early 1970's, the library district cannot levy more than 106% of last year's revenue. She pointed out that the counties which Timberland serves are depressed areas and it is her thinking that people will not vote to raise taxes in these five counties.

Ms. Loken said that she has several pages of notes of suggestions that have come from staff already which she said are wonderful ideas and will help in the future, but not immediately with the 1984 budget. She said she intends to get these to Mrs. Morrison as soon as possible and staff intends to go full steam ahead to look again at all these suggestions.

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Mrs. Haakenson said that she thinks a function of the local library boards would be very helpful to serve as go-betweens to receive information from citizens of the communities and getting that information to the Board. She said the Board is not here to pass judgment on the audio-visual portion or any other portion of the budget and she thinks the article which was in the Daily Olympian that the Board was going to make that decision was in error. She said that people have different ideas on how to save money and on what services they like but they cannot get much done with everyone just voicing their opinions. She said that they need to center it in and that is where the local library boards can be useful. Mr. Law said that to him if there is anything to be said positive about tonight is that there is a recognition that Timberland is going to have to face priorities. From his own viewpoint, he said that he thinks it would be most productive in context of the county he represents, Thurston County, if perhaps the three major libraries in Thurston County meet together including boards, Friends and staff and come up with a general consensus of where things can be cut. He said he would like people to be forced to prioritize and not just say, "don't cut my program."

Mr. Parsons said that as a library board member there is always that public trust to make sure that the library is run correctly or at least in the best possible way that the dollars available will allow. He said he has some of his own priorities and in fact, he himself is a media specialist and this is a very important part of his personal life. He said that in his role as a trustee, he has to make decisions that may go against management and staff. He said that getting public input is a good idea.

Mrs. Haakenson said that if she is requested to attend a meeting of any libraries in Lewis County, she will be happy to attend. She said she thinks a good starting point is with the Friends and local library boards and staff in their own individual areas. She said she thinks many times local library boards feel that they are just figureheads and this would be an opportunity to go to them for help.

Marcheta Bean suggested August 30, which is an open meeting for the Olympia Library Board, and said that anyone is invited. Mrs. Harris suggested that library supervisors bring this input to the Service Center. She said that just tonight a lot of ideas have come up and she is hopeful that more will come up at individual libraries, but she said that people should realize that many of these ideas have probably already been thought on and for one reason or another have not proven to be adequate for solving the problem. Mrs. Harris said that it is important to give staff that has been working hard on this some credit and that they did not just "throw a dart at a board" to come up with the cuts. Mr. Parsons said that several months ago when the Municipal Library Building Support Committee met with city representatives, Mr. Parsons was cornered by several people wondering why TRL is "wasting money on films." Mr. Parsons said it is important to remember that there are a lot of people out there who feel this way, too.

83-37

DON LAW MOVED THAT GROUPS OF LOCAL STAFF, LOCAL LIBRARY BOARDS AND FRIENDS MEET TO ATTEMPT TO FIND ALTERNATIVES FOR CUTTING THE BUDGET, IF, IN FACT, CUTTING THE BUDGET HAS TO TAKE PLACE, AND TO PRIORITIZE THESE AS THEY SEE THEM AND SUBMIT THEM IN WRITTEN FORM; LARRY PARSONS SECONDED THE MOTION.

- 6B Mr. Poilllo said that there are several libraries in some of the counties and this would mean a lot of meetings if the TRL Board members are to attend. Mr. Law said that several libraries in one area could meet together.

MOTION CARRIED.

83-38

PAUL POLILLO MOVED TO APPROVE RESOLUTION NO. 83-2 ADOPTING A PRELIMINARY OPERATING BUDGET FOR 1984 IN THE AMOUNT OF \$5,889,428; ALICE HARRIS SECONDED THE MOTION. ALICE HARRIS, JEAN HAAKENSON, PAUL POLILLO AND LARRY PARSONS VOTED IN FAVOR OF THE MOTION. DON LAW VOTED AGAINST THE MOTION. MOTION CARRIED.

Mrs. Haakenson asked what kind of time frame is needed to get information back from these meetings and it was agreed that the Board should have the information before its October meeting in order to give Mike Crose sufficient time to make any calculations.

C. South Mason Library

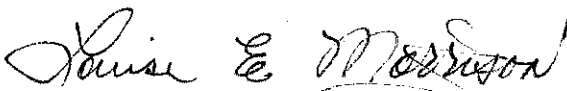
No action was taken. See Agenda Item No. 3A(1), page 2.

7 Other Agenda Items

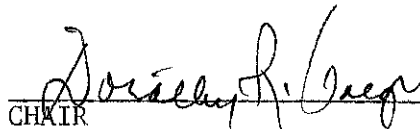
A. Reminders

Mrs. Voegel reminded Board members that the September meeting will be held in Winlock to be preceded by dessert and coffee with the Winlock Library Board; and the October meeting will be held in Westport to be preceded by a no-host dinner with the Westport Library Board.

There was no further business and the meeting adjourned at 9:20 p.m.



SECRETARY



CHAIR