

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

January 18, 1984

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

January 18, 1984

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
Larry Parsons - Lewis County
Paul Polillo - Pacific County

BOARD MEMBERS EXCUSED:

Doris Fourre - Thurston County
Donald L. Law - Member-at-Large

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 Crose, Business Manager
Vicky Campbell, Youth Services Coordinator
Claire Christiansen, Olympia Librarian
Barbara Glandon, Central Services Asst. I, Service Center
Chapple Langemack, North Mason Librarian
Dianne Loomis, Community Library Asst. II, Yelm
Joyce Nichols, Tumwater Librarian
Kitty Schiltz, South Mason Librarian
Betty Sholund, Olympia Reference Librarian

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

GUESTS PRESENT:

Marcheta Bean, Olympia Library Board
Coke Funkhouser, Olympia Library Board
Donald Gooding, Olympia Library Board
Glenda Helbert, The Olympian
Wayne Shave, Tumwater Library Board
Oscar Soule, Olympia Library Board

Mrs. Voegel called the meeting to order at 7:40 p.m.

AGENDA ITEM

NO.

1 Approval of Minutes of the December 21, 1983 Meeting

84-1 LARRY PARSONS MOVED TO APPROVE THE MINUTES OF THE DECEMBER 21,
1983 MEETING; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

2 Approval of Vouchers

Mrs. Voege stated that payroll and payroll-related vouchers had amounted to \$248,087.61 for December 1983.

A. December 1983 Final Expense Vouchers

84-2

PAUL POLILLO MOVED TO APPROVE VOUCHERS NO. 13809 THROUGH NO. 13865 IN THE AMOUNT OF \$27,978.88; ALICE HARRIS SECONDED THE MOTION.

Mr. Parsons asked if these are indeed the final vouchers to be approved for 1983 and Mr. Crose stated that these vouchers are for items ordered and delivered in December and will be included in 1983 expenditures. Anything ordered in 1983 but received in 1984 will be included in 1984 expenditures.

MOTION CARRIED.

B. January 1984 Expense Vouchers

84-3

ALICE HARRIS MOVED TO APPROVE VOUCHERS NO. 13866 THROUGH NO. 13949 IN THE AMOUNT OF \$40,519.80; LARRY PARSONS SECONDED THE MOTION.

Mr. Polillo questioned voucher No. 13867 to the American Library Association in the amount of \$1,395 and Mr. Crose stated that this is for institutional and TRL Trustee memberships for the year. Mrs. Harris asked what area is covered by Public Utilities District No. 1 (voucher No. 13895 in the amount of \$572.77) and Mr. Crose said that this covers Amanda Park and Montesano.

MOTION CARRIED.

3 Reports

A. Board Members

Mr. Parsons reported that after the last Executive Session dealing with the evaluation of the Library Director, he and Mrs. Morrison met and discussed at length the guidelines previously set. He said he would like to change the time line for evaluation of the Director because doing this at the end of the year is too hectic. Mr. Parsons requested that Board members contact him if they have any suggestions in this regard. He also requested that he and Mrs. Harris continue to work on this as a committee with Mrs. Morrison. Mr. Parsons commented that this is the first time that an evaluation of the Library Director has ever been done in Timberland and he said that he thinks this is one of the primary duties of the Board. Mrs. Harris stated that considering that this was the first time this has ever been done, she thinks it has gone very well and she thinks that the Board and the Director achieved a lot in the process. Mr. Parsons stated that he thinks if there is to be any ground for communication, something formal is needed so that the Director knows what he/she can expect of the Board and vice versa. Mrs. Harris stated that it was apparent at the evaluation workshop she attended that not many libraries have something like this set up and in process and, therefore, she thinks it was a big undertaking. She said she does agree with Mr. Parsons that the time frame should be

3A changed. Mr. Parsons said that he thinks, too, that there are some things in the evaluation process itself that need to be changed.

Mrs. Morrison agreed that this was a good process but she is sorry that the first time they went through it was at such a hectic time. She said she found it to be a very positive experience and she thinks the formal lines of communication set up will be very helpful in district development.

B. Timberland Attorney - Herbert H. Fuller

Mr. Fuller said that with regard to the new equipment being purchased by CALS, there were some problems about whether the vendor would be able to have the benefit of dealing with a governmental entity and there was some concern that CALS would not be considered an intergovernmental entity by the Internal Revenue Service. He said that he and Rich Montecucco, Assistant Attorney General for TESC, have done what they can to satisfy everyone's needs. Mr. Fuller said that the TRL Board has already previously approved the concept but he wanted to report that the supplement to the Interlocal Cooperation Agreement which the Director will distribute to Board members has been examined by him and the attorneys for the other CALS members and they see no problems with the agreement.

C. Library Director - Louise E. Morrison

Mrs. Morrison reported that one of the recommendations of the communications study done several years ago is that TRL proceed with the formal planning process. She said this was put off in 1982 and 1983 because of the pressures of getting the automated system up and running. She stated that she has appointed a Five-Year Plan Task Force and the members are as follows: Larry Parsons has agreed to serve as a representative of the Board; Sally Loken will chair the Task Force; other members are: Vicky Campbell, Service Center; Claire Christiansen, Olympia; Mike Crose, Service Center; Linda Portrey, South Bend; Ann Saari, Ilwaco; Rivkah Sass, Chehalis; and Mike Wessells, Aberdeen. Mrs. Morrison said she has tried to include representatives of large and small libraries, subject areas, financial expertise, and Board. She said she has asked the Task Force to examine current library services and future public service needs, come up with a mission statement, review present district goals and recommend possible changes. Mrs. Morrison said she has asked the Task Force to complete this by December 31, 1984, and she will keep the Board current on progress.

Mrs. Morrison further reported that she has been working with the Legislative Planning Committee and on Friday, January 13, House Bill 1352 was dropped in the hopper, sponsored by three representatives who are on the House Local Government Committee. She said this bill would change the way trustees are appointed, change the terms and drop requirements for removal, etc. She said there seems to be universal opposition to this bill within the library community and she understands that the prime sponsor (Ebersole from Pierce County) is currently thinking of not doing anything with it at this time. Mrs. Morrison said this bill would not be good for libraries. A copy of the bill was included in the Board's folders.

3 D. Assistant Director for Public Services - Mary Stough

Mrs. Stough referred to her written report in the Board's folders.

E. Assistant Director for Central Services - Sally Loken

Ms. Loken referred to her written supplemental report in the Board's folders which includes collection statistics for the TRL libraries. She said that because of ALIS, TRL is now able to determine how much of each media type is in which buildings and make comparisons.

F. Business Manager - Michael Crose

Mr. Crose referred to his written report which was given to the Board last Saturday at the work session. He said that TRL finished 1983 with revenues exceeding expectations and expenditures below what had been anticipated. He said TRL is entering 1984 with a sizeable carry forward which will put TRL in a better position for restoring services and staffing levels. Mr. Crose said he will discuss this further in Agenda Item 5B. Mr. Crose said that he plans to change the format of his presentations, both written and oral, using more visual aids.

4 Correspondence

A. 12/6/83 Letter from Olympia Library Board

Mrs. Voege stated that this matter was postponed from the December meeting at the Olympia Library Board's request, and will be discussed further in Agenda Item 5A.

B. 12/19/83 Letter from Mason County Board of Commissioners

Mrs. Voege stated that this letter confirms the reappointment of Jean Haakenson to the TRL Board.

C. 12/20/83 Letter from Grays Harbor County Board of Commissioners

Mrs. Voege stated that this letter confirms the reappointment of Jean Haakenson to the TRL Board.

D. 12/31/83 Letter from Herbert H. Fuller

Mrs. Voege stated that this letter is relative to Mr. Fuller's usual working agreement with TRL. This will be discussed further in Agenda Item 6A.

5 Unfinished Business

A. Discussion with Olympia Library Board Members

Oscar Soule said he would like to begin the discussion by asking the TRL Board what they feel are the responsibilities of a local library board or in the TRL Board members' eyes, what should local library boards be doing. Mr. Soule asked why local library boards exist. Mrs. Voege responded that duties of local library boards are set down by law. Mrs. Morrison said that the duties set down in the RCW, she thinks,

5A would apply to a board of trustees in an independent municipal library or a district library and that is where the problems begin.

Mrs. Voege said that she sees the local library board being responsible for the activities within the building, the upkeep, the changes, and being responsible to the mayor, who appoints the board members, to look after those things that the city is responsible for, such as the building. She said that TRL is responsible for personnel and services.

Mrs. Haakenson said that in January 1983 when there was the matter of trying to solve the financial problems with the City of Centralia, the Centralia Library Board became aware of the fact that there was a reason for its existence. She said they may not be as active a board as the Olympia Library Board and yet when there was a problem, the Centralia Library Board really gelled and they got out and supported the library and were very vocal about the need for the library and getting people to listen to one another. She said that when a local issue "touches home" it helps when there is a local board to communicate with the people in the area. As far as a local board feeling it has to assume responsibility for the operation of the library, Mrs. Haakenson said she thinks that is the function of the TRL Board, which delegates it to the paid staff. She said that she thinks a local library board can do anything in its own area to show what services the library provides and be a promoter of the library.

Mr. Parsons said that when he first came on the TRL Board, he had the same question--what are the responsibilities of local library boards and the TRL Board? In his own mind, Mr. Parsons said that the TRL Board, as he sees its role, is to assure that the library district provides the best library service for the dollars available throughout the whole system. He said the major difference between the local library board and the TRL Board is that the local library board's first interest is the local library it is working with. If he were in the Olympia Library Board's position, Mr. Parsons said he would probably be thinking what he could do to enhance the services of the Olympia Library. When problems crop up, he said that it is important to have the lines of communication. For instance, Agnes Salewsky, chair of the Centralia Library Board, and he had met with various groups when there were financial problems in Centralia with regard to the upkeep of the building. Mr. Parsons said that he and Jean Haakenson were the intermediaries between the Centralia Library Board and the TRL Board in trying to work these problems out.

Mr. Soule said that the TRL Board's ideas are in keeping with what the Olympia Library Board has seen and it is not that the Olympia Library Board is without direction. He said the word that comes up repeatedly is "communication." Mr. Soule said that one of the local library board's responsibilities is to interpret the TRL Board's actions to the community and communication and dialogue are critical in this area. For instance, he said that everyone knows the heightened interest in films and he thinks everyone will agree that most of the furor raised was from Olympia area residents, which in theory are the people the Olympia Library Board represents. Mr. Soule referred to the article in The Olympian on January 15, 1984 about the shirt sleeve work session the Board had on the 14th. He said the article indicated that film service would be restored, hopefully in July 1984. Mr. Soule said that there could have been dialogue or communication letting the Olympia Library Board know about this before their constituents. He said he would like

5A to pursue a way of increasing the communication between the local boards and the regional board. He said he doesn't mean taking over the regional board's responsibilities, but to improve the communication so that local library boards can have a role in this. Mr. Soule said that just as the regional board needs information in advance to prepare for making decisions, local library boards need to prepare for interpreting information to their constituents. He said he would like the TRL Board to explore some ways to improve dialogue.

Coke Funkhouser said that the Olympia Library Board's letter came about not only because they felt there was a communication problem with the boards and the public but also with the staff. She said she has been the liaison with the staff in the Olympia area and she feels that there is a critical communication problem between the administration and the board and the staff. Mrs. Funkhouser said that they had hoped when they wrote the letter that a meeting could be set and perhaps include other library boards, where they could sit down and talk.

Mrs. Voege said that this was done several years ago. She said that the membership on boards is constantly changing and the same thing is true of city councils. Mrs. Voege said that the TRL Board has discussed the possibility of setting another workshop with trustees and perhaps now is a good time to do this. She said she is concerned with words like "communication" and "dialogue" because sometimes the definition of satisfactory communication depends upon one's own personal position. Mrs. Voege said that the TRL Board meets once a month, usually at the Service Center. She asked that everyone imagine what it is like for boards in Aberdeen and Ilwaco, for example, which are many miles away. Mr. Soule said that he knows that the TRL Board encourages local library boards to attend meetings and he knows that the TRL Board tries to meet around in the district. He said he thinks it would be useful to try to get all the library boards or at least representatives from each to meet with the TRL Board and talk about the question of satisfactory dialogue between boards. Mrs. Voege said that the Thurston County representatives to the TRL Board are always available. She said she is invited to library board meetings in the county she represents and she also gets the board minutes from Aberdeen and Hoquiam. She said she could ask the Aberdeen librarian, Chris Peck, to send the Olympia Library Board information on the areas the Aberdeen Board gets involved in. Mrs. Voege said she does not mean to sound supercilious, but the Aberdeen Library Board is a very active group.

Mrs. Harris said that as she understands it, the Olympia Library Board would like the TRL Board to suggest ways to make interchange better and Mr. Soule said that he would like them to sit down informally and see if there is a need for this. Mrs. Harris said she remembers meeting someone at a previous Board meeting who was to be the new liaison between the TRL Board and the Olympia Board. Olympia Library Board members responded that they do have a liaison but she has been unable to attend all of the meetings. Mrs. Harris asked if the Olympia Library Board members see a better way, other than attending meetings, to get information. Marcheta Bean said she resents reading in the paper that the film service is being restored. She said that a lot of people contact the Olympia Library Board members and talk to them about events that affect the Olympia Library. She said it would be nice if the Olympia Library Board could have some communication from the TRL Board before they read it in the paper. Mrs. Voege said that there are 19 local library boards

5A in Timberland and she wondered if Mrs. Bean means every board member. Mrs. Haakenson commented that this is a valid question and if the Olympia Library Board members have that kind of comment, she thinks they should contact their Thurston County representatives to the TRL Board and make this clear to them. She said that when there were problems last year with the Centralia Library which she referred to earlier, the Centralia Board was going to send a representative to every TRL Board meeting and rotate each month. Mrs. Haakenson said she does not recall that they have come to any meetings. She said she is not saying anything against the Centralia Board because board members do not get paid. She said the willingness of people to serve on any type of board is appreciated. Mrs. Haakenson said she thinks when local library boards have questions, they should go to their county representative on the TRL Board and get answers or if they are not available, call the TRL Board Chair, and if she isn't available, call administrative staff at the Service Center. However, Mrs. Haakenson said she does not think that the administrative staff should be at the beck and call of every member of the 19 local library boards but she does think that the TRL Board members may be in many ways.

Mr. Parsons said that every local board has different concerns and they are frustrated and he thinks the TRL Board often hears from local library boards only when there are problems. He said he had an idea at one time to have a PR committee and perhaps have quarterly meetings among at least one member from each board and discuss things that are happening in the district. He said that communication is a two-way street and he wants to know what is going on out in the district, too. Mr. Parsons said he certainly does not have the time or energy to go to each of the Lewis County libraries regularly. He said he has a full-time job and other activities with his job. He said he firmly believes that a lot of the problems district wide would be solved if there were a better communication system among the boards of trustees. Mr. Parsons said he had received calls on Monday, January 16, from acquaintances he has in Olympia about the article in The Olympian. He said he was astounded because no one from the Olympia Library Board or the media was at the Board's work session on January 14. Mr. Parsons said that the Board has not decided yet that the 16mm film service will be restored.

Mrs. Voege commented that Doris Fourre and Don Law, the two Thurston County representatives, have very fine attendance records. She said that Mrs. Fourre had been excused because of another commitment, and Mr. Law had been expected to come tonight. She said it is unfortunate that neither is available tonight.

Mrs. Morrison commented that both the Timberland Bulletin and the TRL Board minutes are sent out to the chairs of the local library boards which is the most up-to-date information available outside of board meetings.

Mr. Polillo stated that he appreciates the Olympia Board members coming to this meeting and he hopes that more people will attend TRL Board meetings. He said he thinks any organization needs to improve its communications, and one way to do this is for people to attend meetings and express their views.

Mrs. Funkhouser said that the Olympia Board feels that TRL is a fine organization and is as interested as the TRL Board in helping it operate

5A even better than it does. She said that is why they are all involved.

Mrs. Haakenson asked if the proposed meeting of boards is something that the Olympia Board can take charge of and organize. Mr. Soule stated that the Olympia Board could contact other library boards and raise the question with them as to whether or not there could be improved dialogue and if they do not get back any responses, then that is a definite signal that other boards do not feel the same way as the Olympia Board. Mrs. Haakenson commented that she appreciates the Olympia Board members coming and said that Olympia, Lacey and Tumwater Boards usually attend the most TRL Board meetings. She said that the Chehalis Board has had concerns and she would hope that such a request from the Olympia Board would bring a response from Chehalis.

Mrs. Harris stated that she was on the Board when the last workshop for local library boards was held. She said that was when she first became aware that local library boards in some instances did not know what they should be doing and why they were there. As a new member on the TRL Board, Mrs. Harris said she was finding a lot to do and it had not occurred to her that any board member was not finding plenty to do. She said she talked to several people that day and thinks it was a profitable workshop. However, she said that years go by and members change so maybe it is time to have another workshop. Mrs. Harris said she appreciates what Mrs. Funkhouser said because while TRL Board members listen to questions and try to come up with answers as best they can, it is nice to feel there is some support.

Mrs. Voegel recalled that the last workshop for local library boards was an all-day Saturday session. It was highly structured with a great deal of latitude within small groups, and was well attended. Also, she said it was held at Centralia which was a fairly central area for the district. Mrs. Morrison recalled that other library trustees were also invited, such as Shelton, Longview, Kelso and Ft. Vancouver.

Don Gooding stated that the unrest from the Olympia Library Board stems from reading of decisions in the newspaper without having any participation and not being consulted or advised or given a chance to participate in dialogue in the fiscal future of the library or in any other plans and functions. He said the Olympia Board is interested in getting into the planning part of the library in a more timely fashion rather than seeing the outcome in the newspaper after the fact. Mr. Gooding said the Olympia Board members would like an opportunity to participate in discussions about what might be more desirable for the Olympia Board or even learn what the TRL Board has planned for them. He said he has nothing but praise for the fine work of the TRL library system. He said they recognize that it is a large system and has a lot of individual problems and personalities to deal with. He said he thinks the Olympia Board can offer greater support to the TRL Board if they know more about what is going to happen and have a chance to discuss it and be involved with the planning and fiscal arrangements.

At the Board Chair's invitation, Joyce Nichols introduced Tumwater Library's newest board member, Wayne Shave.

B. Resolution adopting Revised 1984 Operating Budget

Mr. Crose stated that when the Board adopted the 1984 Operating Budget

5B at its December meeting, there was discussion of the fact that in light of the new revenue situation and projections for 1984 there would need to be immediate revision of the budget. He referred to a copy of the resolution for the Board's consideration. Mr. Crose explained that there are very few changes from the document adopted in December, and also some of the changes presuppose that the Board will act favorably on the reinstatement of modified 16mm film service in 1984.

Mr. Crose reviewed the changes between Resolution No. 83-5 adopting the 1984 Operating Budget and the resolution the Board is considering this evening revising the 1984 Operating Budget as follows:

The Beginning Fund Balance was \$559,695 and has been increased to \$814,471.

Supplies in Public Service (Element 21) has been increased by \$4,200; these supplies are associated with 16mm film service in its modified form.

Other Services and Charges in Public Service (Element 21) has been increased by \$2,000, which is to accommodate repairs to 16mm film equipment.

Capital Equipment in Public Service (Element 21) for Books and Materials has been increased by \$80,000; Capital Equipment under the same element has been increased by \$55,500--\$5,000 for projectors associated with 16mm film service, \$18,000 for vehicles, \$7,000 for micro-fiche readers which hopefully will replace one-fourth of those currently used in the district, \$10,000 for micro-computer equipment and peripherals associated with this for a different reference service than currently offered, \$14,000 for typewriters since 17 of TRL's outlets are still using manual typewriters, and \$1,500 for photocopiers.

Mr. Crose said the total increase in Element 21 - Public Service is \$141,700.

Capital Equipment in Organization of Materials (Element 22) has been increased by \$10,000 for a courier van.

Debt Service has been increased by \$87,750 because the Board discussed at its Saturday work session liquidating \$95,000 in outstanding 13 3/4% coupon warrants. Mr. Crose said the difference between these two figures would be the saving of interest.

Mr. Crose said this is a total of \$1,543,445 in allocated funds which is an increase of \$239,450 over the document which the Board adopted in December.

Mr. Crose said the Personal Services and Undistributed General Fund Balance is \$3,192,538. He said that he understands it is the Board's intention to reopen negotiations with the Staff Association. Therefore, he said it is not possible now to distribute the Personal Services budget under the various elements.

Mr. Crose said that the Building Fund has been increased by \$127,000. He said the Board had expressed its concern with the current Ocean

5B

Park Library situation and its concern with the fact that the South Mason Library's lease expires this fall. He explained that this is a transfer from the General Fund into the Building Fund.

Mr. Crose said that the total revenue and carry forward is \$5,034,848 which is an increase of \$254,776 over the 1984 Operating Budget adopted in December.

Mrs. Haakenson asked if TRL is looking at the same type of problems in 1984 as they had in 1983 as far as receiving or not receiving funds. Mr. Crose replied that it is not. Mrs. Haakenson expressed her concern with the fact that everything was on schedule and all of a sudden Timberland was faced with problems and had to go through RIF. Then she said that TRL received more funds than anticipated at the end of the year. She said she does not want the Board in the same position at the end of this year and wants to be sure that there are sufficient funds "to weather a storm." Mr. Crose said that TRL faces a difficult problem because in 1983, of the \$4,500,000 in revenue received, \$1,125,000 of that amount was received in November and December. He said that if TRL assumes a posture which is too conservative, it will provide less than adequate service the first 10 months of the year. He said that TRL has to anticipate that this will be a regularly occurring feature in its revenue structure. Mr. Crose said that he thinks the Board has to look at the history of revenues and expenditures in the district and also has to look at the budget philosophy. He said he thinks TRL has placed too much emphasis on carry forward from one year to the next and in doing so has lost sight of what new revenues become available in changing fiscal years. For instance, the carry forward to 1984 is not new money generated in 1983 alone. Mr. Crose said the carry forward is not a budget problem per se, but rather is a cash flow problem and he thinks the Board should look at it as that rather than as a revenue source. He explained that TRL could start 1985 with a zero balance and still be solvent and able to provide library service because at that point TRL would be projecting revenues for that year. Mr. Crose said this is a change in posture as far as he is concerned but it has been troubling him the past several months. He said he has been discussing this with Mrs. Morrison and he thinks this is a subject which needs a great deal of the Board's attention. Mr. Crose said he strongly suggests that the Board have another Saturday work session within the next three months to discuss this further. He said he is not "completely out of his conservative shell" and would not recommend this revision of the 1984 budget if he was not confident that TRL will be in good shape at the end of 1984, and also in 1985.

Mrs. Harris asked Mr. Crose if TRL started the year with a zero balance how long into the year TRL would be issuing interest bearing warrants. Mr. Crose said that it would probably be until May. Mrs. Harris asked how costly this would be and Mr. Crose stated that he has not worked through this at this point but he thinks that the cost of the interest would be less than the psychological toll on the Board and staff.

Since the revision of the 1984 budget is based on the assumption that the Board will reinstate modified 16mm film service, it was agreed that the Board would act on that first.

5 D. Reinstatement of modified 16mm film service

Mrs. Harris stated that since the Board decided to suspend 16mm film service for 1984 and because the Board is anxious to have the existing 16mm film collection put back into use, a modified service has been worked out.

84-4

ALICE HARRIS MOVED THAT TIMBERLAND REGIONAL LIBRARY REINSTATE MODIFIED 16mm FILM SERVICE TO INSTITUTIONS (INSTITUTIONS BEING DEFINED AS NURSING HOMES, ADULT DAY CARE CENTERS, DETENTION AND CORRECTION CENTERS, HALFWAY HOUSES, ALCOHOL TREATMENT CENTERS, RETARDED ADULT RESIDENTIAL CENTERS) AND THAT THIS TAKE PLACE ON OR BEFORE MARCH 15, 1984; JEAN HAAKENSON SECONDED THE MOTION.

Mr. Parsons said he would like to see a date when the public can start checking out the films. Mrs. Harris said that perhaps this can be approached as a second motion since it is dependent upon when ALIS has a "booking function" in place. Mrs. Stough said that she thinks it is too soon to put a date on restoring 16mm film service to the general public.

MOTION CARRIED.

84-5

LARRY PARSONS MOVED THAT AS SOON AS THE "BOOKING FUNCTION" FEATURE OF ALIS (AUTOMATED LIBRARY INFORMATION SYSTEM) IS CAPABLE OF HANDLING FILMS, THAT 16mm FILMS WILL BE AVAILABLE TO THE PUBLIC; PAUL POLILLO SECONDED THE MOTION.

Mrs. Haakenson asked at whose discretion 16mm films will be made available to the public. Ms. Loken explained that the reason for attaching the restoration of 16mm film service to the public to the "booking function" and the new computer is because of the burden it would place on staff. She said that staff will have to be trained on the booking function, so in answer to Mrs. Haakenson's question, it will be at the discretion of Mary Stough who will decide when staff is ready to handle it.

JEAN HAAKENSON, ALICE HARRIS, LARRY PARSONS AND PAUL POLILLO VOTED IN FAVOR OF THE MOTION; DOROTHY VOEGE VOTED AGAINST THE MOTION.
MOTION CARRIED.

B. Resolution adopting Revised 1984 Operating Budget

84-6

ALICE HARRIS MOVED TO ADOPT RESOLUTION NO. 84-1 REVISING THE 1984 OPERATING BUDGET; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

C. Reopening of Negotiation with TRL Staff Association

Mr. Fuller advised the Board that the wording of a motion with regard to reopening negotiations is very important. He said it is possible for the Board to examine the funds available and carefully circumscribe what would be discussed. As he understands the Board's feelings on this, the Board does not wish to get involved in long negotiations again, but rather that some extra money is available and staff should be given raises. It was agreed that the Board would meet in Executive Session to discuss reopening of negotiation with the TRL Staff Association. The meeting recessed for this purpose at 8:55 p.m. and reconvened at 9:25 p.m.

5C

84-7

JEAN HAAKENSON MOVED THAT THE BOARD AUTHORIZE THE CONTRACT NEGOTIATING TEAM TO REOPEN NEGOTIATION AS SOON AS POSSIBLE WITH THE TRL STAFF ASSOCIATION AND THAT THIS NEGOTIATION BE LIMITED TO A 5% INCREASE IN SALARIES ONLY AND FURTHER THAT THE INCREASE BE RETROACTIVE TO JANUARY 1, 1984 IF THE TRL STAFF ASSOCIATION AGREES TO ACCEPT SUCH INCREASE NO LATER THAN FEBRUARY 15, 1984; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

E. Policy on Right to Privacy

Mr. Fuller stated that his draft opinion is quite an exhaustive opinion and quite a lot of work has gone into it because it is so important. He said the basic problem is that now that TRL has a computer, it can give instant information so that a person's right to privacy could be invaded. Mr. Fuller said that TRL is trying to anticipate the problems it may have. He said that if someone wants to find out what materials someone else has checked out, the person with the materials is protected under the statute. Mr. Fuller said a more difficult question comes when a parent wishes to find out what material his/her child has checked out. Ms. Loken said she would like to clarify that with the computer system, it is only possible to tell what a person currently has checked out, not what a person had checked out but returned. She said the record is erased once the materials are returned. Mr. Fuller said he understands that if something is overdue, then a person waives whatever right to privacy he/she may have. He said he is talking about what someone currently has out and which is not yet overdue. Mr. Fuller said there are all sorts of privacy cases which deal with abortion or getting birth control information, for example. He said that a person has certain constitutionally secured rights to privacy. He said that in the area of abortion, a mature minor can get an abortion even though a parent may not wish it. He said that the courts by and large have determined that a minor has the right to get birth control information even though the parents may not wish that minor to have it. Mr. Fuller said a more difficult question is that if the minor has a right to get an abortion or birth control information, do the parents have the right to know? He said the opinions seem to say that the parents do have the right to know. Mr. Fuller said he does not mean to equate reading some of Timberland's more controversial material with getting an abortion. However, he said these are the cases he has to base his opinion on. He said there are various things the Board can do--that it does not want the minors to have any rights to privacy at all and that the parents should have the right to know anything that the minors are reading; or that the Board protects the rights of minors once minors become patrons of the library; or the Board could set an age limit. Mr. Fuller said this is a case where a lawyer cannot make a policy for the Board but rather should be "on tap" and spread out cases so that the Board can see what the obstacles are and the chances of being taken to court. Mr. Fuller said that his opinion is in rough draft form for comments from the Board and staff and is a starting place.

Mr. Parsons said he deals with youth in his job and this is something that has been on his mind a long time. He said Mr. Fuller is to be commended on his draft opinion. He said his feeling is that when anyone starts abridging the rights of patrons, no matter what age, that they are setting a dangerous precedent. He said that young adults and

5E children get books from public libraries for many reasons and he believes that if they are responsible enough to check them out they are responsible enough to return them. Mr. Parsons said that he agrees that if materials are not returned on time then the parents are financially responsible for the materials. However, he said he does not want to see TRL getting into the role of a censor and he does not think the computer should be used for this type of thing.

Mrs. Haakenson asked how TRL has been handling this in the past. Mrs. Stough stated that with the old system, it was not possible to immediately know what anyone had checked out, so it was easy just to say, "We do not know." She said that when law enforcement wants records, it can only get them with a subpoena. Mrs. Haakenson asked if TRL gets many requests from parents to know what their children are reading and Mrs. Stough responded no. Mrs. Haakenson asked if it is on the increase and Mrs. Stough said that she thinks the fact that there are more and more controversial books, that it may happen more and that TRL should be prepared. Mrs. Stough said there should be a policy so staff will not be put on the spot.

Mrs. Voege asked Vicky Campbell if she has any comments. Ms. Campbell said that the youth services staff has discussed this and they feel that children's rights should be protected until the materials become overdue.

Mr. Soule recalled an incident several years ago where a religious group wanted to know what people had checked out in the library. Mr. Fuller said that people in Washington State are fortunate because the state has a good statute which gives people a lot of privacy for both children and adults. He said some states are not so fortunate. However, he said it is easy to say "no" to an organization that wants to see records but it is more difficult to turn down parents. He said the basis of our society is a strong family unit and the difficulty in these cases such as providing birth control information and providing abortions is that there are two different interests: that of the family and that of the minor. Mr. Fuller said that the courts have been trying to balance this and this is a new area and they do not know all the answers.

Mr. Parsons suggested that since the staff has heard the Board's viewpoints they could draw up a tentative policy to be used as a basis of discussion at a later meeting. This was agreeable to Board and staff.

6 New Business

A. Agreement with Timberland's Legal Counsel for 1984

Mrs. Voege said that this agreement is the same as in the past, including charges.

84-8

LARRY PARSONS MOVED THAT TRL RETAIN HERBERT FULLER AS LEGAL COUNSEL IN 1984 AS PER THE TERMS IN HERBERT FULLER'S 12/31/83 LETTER; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

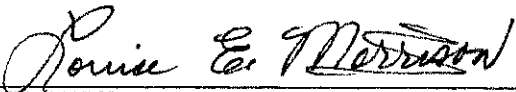
Mr. Parsons further commented on the evaluation of the Library Director. He suggested that in addition to changing the time the evaluation is done that there be more frequent updates so that they can change their goals as they go along. He said he would like to bring this back to the next meeting or meeting after and in the meantime would like to hear from other Board members.

7 Other Agenda Items

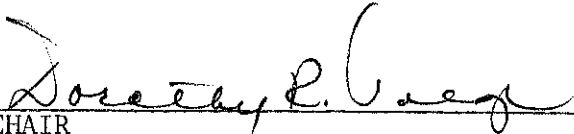
- A. Certificate of Appreciation for William Garrison, Aberdeen Library Board Member
- B. Certificate of Appreciation for John McCord, Chehalis Library Board Member

Mrs. Voege stated that Certificates of Appreciation have been signed on behalf of the TRL Board for William Garrison and John McCord. She said that she knows Mr. Garrison and he has been a very good board member. Mr. Parsons commented that Mr. McCord has been very active in the Chehalis Library Board as well as in other civic activities in the City of Chehalis.

There was no further business and the meeting adjourned at 9:50 p.m.



SECRETARY



CHAIR