

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

April 18, 1984

I N D E X

<u>AGENDA ITEM NO.</u>		<u>Page No.</u>
1	Approval of Minutes of the March 21, 1984 Meeting	1
2	Approval of Vouchers	1
3	Reports	
	A. Board Committees	
	(1) Evaluation of Library Director - Larry Parsons	2
	(2) Ocean Park - Paul Polillo	2
	B. Timberland Attorney - Herbert H. Fuller	2
	C. Library Director - Louise E. Morrison	2
	D. Assistant Director for Public Services - Mary Stough	2
	E. Assistant Director for Central Services - Sally Loken	3
	F. Business Manager - Mike Crose	3
4	Correspondence	
	A. 3/27/84 letter from Thurston County Commissioners re meeting with TRL Board (see Agenda Item 6G)	3
	B. 4/4/84 memo from Thurston County Commissioners re continued discussion with five counties' commissioners	4
	C. 4/5/84 letter from Thurston County Commissioners re boards and commissions workshop	4
5	Unfinished Business	
	A. Patron Right to Privacy Policy (Confidentiality of Library Records Resolution)	4
	B. Property Purchase	11
6	New Business	
	A. Youth Services Goals and Objectives	6
	B. Public Relations Committee's request to fund textbook covers through advertisements	7
	C. Co-sponsorship of 1985 Northwest Poetry Conference with St. Martin's College	9
	D. Youth Services Committee's request for Library Services and Construction Act grant	9
	E. Resolution relating to per diem, mileage and subsistence payment to staff members	9
	F. Resolution relating to per diem, mileage and subsistence payment for Board members	10
	G. Alternate dates for visit from Thurston County Board of Commissioners	11

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April 18, 1984

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
Mary Ann Shaffer, Supervisor-Personnel Administration
Michael Crose, Business Manager
Vicki Armstrong, Materials Selection Coordinator
Vicky Campbell, Youth Services Coordinator
Chapple Langemack, North Mason Librarian
Joyce Nichols, Tumwater Librarian
Suzanne Rowe, Acting Lacey Librarian
Betty Sholund, Olympia Reference Librarian
Herbert H. Fuller, Timberland Attorney
Liane Bascou, Board Recording Secretary

GUESTS PRESENT:

Cheryl Frazee, Tumwater Library Board
Donald Gooding, Olympia Library Board

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

AGENDA ITEM
NO.

1 Approval of Minutes of the March 21, 1984 Meeting

84-20 JEAN HAAKENSON MOVED TO APPROVE THE MINUTES OF THE MARCH 21, 1984 MEETING; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

2 Approval of Vouchers

Mrs. Voege stated that payroll and payroll-related vouchers for March 1984 had amounted to \$259,505.19.

84-21 JEAN HAAKENSON MOVED TO APPROVE EXPENSE VOUCHERS NO. 14254 THROUGH NO. 14410 IN THE AMOUNT OF \$82,781.06; ALICE HARRIS SECONDED THE MOTION.

Mrs. Harris stated that the purpose (public utilities) for voucher No.

- 2 14256 to Allcare Janitorial Service, Belfair, in the amount of \$193.00 must be an error. Mr. Crose stated that it should be for professional services. Mrs. Fourre questioned voucher No. 14258 to Andring & Gozart, Aberdeen, in the amount of \$25.00. Mr. Crose stated that Andring & Gozart is the architectural firm which examined the water table problem under the Montesano Library. Mrs. Fourre questioned voucher No. 14272 to Computerized Business Systems in the amount of \$10,150.00. Mr. Crose stated that this is for the basic BARS software for the computerized system which will be installed in the business office.

MOTION CARRIED.

3 Reports

A. Board Committees

(1) Evaluation of Library Director - Larry Parsons

Mr. Parsons said that he and Jean Haakenson have served as a subcommittee of the Board for evaluation of the Library Director. He reminded Board members that they had recently changed the evaluation process and set different time lines with more updates. Since evaluations are not done in public, Mr. Parsons said that the Board met with the Director in Executive Session prior to tonight's meeting for that purpose. Mrs. Voege thanked Mr. Parsons and Mrs. Haakenson for their work on the evaluation document.

(2) Ocean Park - Paul Polillo

Mr. Polillo stated that the Board also discussed in Executive Session the possible purchase of property in Ocean Park. It was agreed that this would be discussed further in Agenda Item 5B. It was also agreed that Agenda Item 5B will be moved to the end of the agenda so that the Board can meet in Executive Session with Timberland's attorney regarding this matter without inconveniencing those present for the meeting.

B. Timberland Attorney - Herbert H. Fuller

Mr. Fuller reported that he has been working with the Director on the resolution concerning confidentiality of library records which will be discussed further in Agenda Item 5A.

C. Library Director - Louise E. Morrison

Mrs. Morrison reported that staff feels that it is essential that the Board adopt a policy which would guide staff in right to privacy and confidentiality of library records. She said that putting the patron's right to privacy, confidentiality of library records, and the proper person to respond to "Subpoenas Duces Tecum" in one document seemed the best way to proceed since they are all interrelated.

Mrs. Morrison stated for the record that Sally Loken will be Acting Director beginning May 1, 1984, when Mrs. Morrison goes into Virginia Mason Hospital for surgery.

D. Assistant Director for Public Services - Mary Stough

Mrs. Stough referred to her written report regarding the Trustee Workshop

3D on April 14. Mr. Parsons asked Mrs. Stough when she expects to have a summary of the group meetings prepared. She stated that she has received responses from four of the groups and is waiting for the fifth. When she has these responses compiled, she will distribute them to all the boards. Mrs. Stough expressed her thanks to Board members for their help with the workshop. On behalf of the Board, Mrs. Voege thanked Mrs. Stough for all the work she did organizing the workshop and also thanked Mrs. Haakenson for chairing the workshop in Mrs. Voege's absence. Mr. Law suggested that the responses from the workshop should be an agenda item at next month's meeting and that local boards be notified in advance that this will be an agenda item. There was Board agreement.

E. Assistant Director for Central Services - Sally Loken

Ms. Loken referred to her written report. Mr. Law said that he assumes that the fact that the percentage of TRL's registered patrons is below the national average has to do with the fact that TRL serves a rural, spread-out population. He asked if it is anticipated that over a period of time, as people get used to the automated system and using the cards, that this figure will increase. Ms. Loken stated that a speedier computer will help, but she also thinks that the direction the district takes in the future after information is gathered from public and staff by the Planning Task Force and continuing to update that information in the future will have even more to do with increasing the number of registered patrons. Ms. Nichols commented that staff is continuing to register patrons in large numbers. Ms. Loken said that a breakdown of exactly how many patrons each individual library has registered per year will possibly be available by next week. She said that it is amazing how many new patrons who have not come into the library before, for whatever reason, are being registered.

F. Business Manager - Michael Crose

Mr. Crose referred to his written report. He said he will probably do a lengthier report in May since that will be at the time of the first distribution of property taxes and he will have a better idea of where TRL is headed financially.

4 Correspondence

A. 3/27/84 letter from Thurston County Commissioners re meeting with TRL Board (see Agenda Item 6G)

Mrs. Voege stated that Thurston County Commissioners would like to "meet with boards, committees, commissions, councils, cities, towns, and special districts on an annual basis to enhance communications." She read from the letter as follows:

"We are available to meet with you and ask that if you would like to outline a meeting time for us at one of your regularly scheduled meetings, one or all three Board of Commissioner members will attend. Our goal is for better overall communication among the various entities involved with local government in Thurston County.

"Please contact our Clerk of the Board, Patti Zech, to arrange a meeting time at your convenience."

4A Mrs. Voege stated that since the Board will be meeting in Chehalis in May that perhaps June or July would be a better time to invite the Commissioners. Mr. Law said that since he is a Thurston County representative on the Board, he would like to be present when the Commissioners attend a meeting. He said that he will not be able to attend the June meeting and would prefer that the Commissioners be invited to attend the July meeting. Mrs. Fourre commented that she would think that the Commissioners should be invited to attend any time at their pleasure. Mr. Polillo agreed that they can come to any Board meeting and that the Commissioners do know the Board meeting schedule. Mrs. Fourre said that she is aware that other boards and commissions in the county have received this same letter, and they are all trying to schedule a time for the Commissioners. Mr. Parsons commended the County Commissioners for taking the time to attend these meetings. Mr. Law said that he would be happy to discuss this with the Commissioners since he conducts business regularly at the Thurston County offices. Mrs. Voege requested that Mrs. Morrison respond to this letter and inform the Commissioners that they will be welcome to attend any time. She said that Mr. Law could also talk to them.

B. 4/4/84 memo from Thurston County Commissioners re discussion with five counties' commissioners

Mrs. Voege said that the Thurston County Commissioners, along with the Commissioners from Grays Harbor, Lewis, Mason and Pacific Counties, have scheduled a follow-up meeting regarding TRL on April 19 at Vancouver and she and Mrs. Morrison are planning to attend.

C. 4/5/84 letter from Thurston County Commissioners re boards and commissions workshop

Mrs. Voege said that the Thurston County Commissioners have engaged a consultant to conduct two seminars for various boards and commissions in Thurston County. She said that TRL is scheduled to attend the May 24 seminar. Mrs. Fourre commented that she wonders if Commissioners realize the distance some TRL Trustees would have to travel and if Thurston County would be willing to pay transportation costs. Mrs. Voege said that the outline of the workshop sounds interesting. Several Board members said they would not be able to attend. Mr. Law and Mrs. Harris said that they would try to attend. Mrs. Voege asked Mrs. Morrison to respond to the Commissioners that some of TRL's Board members will try to be present. She also requested that Mrs. Morrison inquire as to where the workshop will be held since this is not stated in the letter.

5 Unfinished Business

A. Patron Right to Privacy Policy (Confidentiality of Library Records Resolution)

Mr. Fuller stated that when he wrote his long opinion, he had pointed out to the Board that an attorney is somewhat "on tap" and it is up to the Board to establish a privacy policy. He said that he and Mrs. Morrison discussed how this policy would tie into the manner of how subpoenas are issued, and they agreed that this resolution should include subpoenas as well. Mr. Fuller said that he and Mrs. Morrison realized that they were dealing with two types of subpoenas, one to an individual and the other (subpoena duces tecum) which requires that

5A the person bring specified records. He said that this resolution addresses subpoenas duces tecum primarily and designates the Library Director as custodian of library records. Mr. Fuller said that the Director would then follow the Board's guidance as to whether or not the district should move to quash the subpoena duces tecum. He said this would eliminate staff in the libraries receiving subpoenas which require that they bring library records with them. Mr. Fuller explained that an individual TRL staff member could receive a subpoena if that staff member happened to witness an accident, for instance. In that case, he said the individual staff member would be the proper one to subpoena. Mr. Fuller quoted from the resolution as follows: "On a case-by-case basis, the Director may designate a Timberland staff member as a proper person to receive and respond to a subpoena duces tecum." He said this has to do with theft of materials and, of course, TRL would want to respond to a subpoena in this case. Mr. Fuller said that in cases such as this, it may be that the matter of patron's right to privacy would not be involved. With regard to the release of materials, Mr. Fuller quoted from the resolution as follows: "Information regarding materials currently checked out to a patron will be released only to the person to whom the library card is issued." He said that the next paragraph covers exceptions to this where federal, state or local laws are concerned.

Mrs. Morrison said that she recommends adoption of this resolution. Cheryl Frazee, Tumwater Board member, asked about the part concerning release of information only to the person to whom the library card is issued. She asked if this means that she as a parent will not be allowed access to what her child has checked out even though she is financially responsible. Mrs. Fourre stated that once the materials become overdue, then parents will know what their children have checked out. Mrs. Frazee said she would want to have access at any time because she is financially responsible. Mr. Law explained that if parents choose to have access to information about what books their children currently have checked out, then the parents can require the children to use the parent's card. He said that way the option is available to the parent and the parent maintains control. Mrs. Morrison added that TRL is trying not to insinuate staff between parents and children. She said that parents can ask their children what they have checked out and that way the parent is dealing directly with the child and the TRL staff is not put in the position of being "tattletales." Mr. Law stated that it was very difficult to keep from discriminating against all minors or some minors, and this policy will keep a balance by maintaining parental control, which he said the Board and staff felt was very important. He said if a parent wants 100% control, then the parent simply requires the child to use the parent's card. Mr. Parsons added that the biggest problem which would concern him is for anyone to have the ability to check on what anyone, regardless of age, has checked out in the five counties because of the computerized system. He said that he, as a trustee of a governmental agency, would become concerned if the computer was used for this purpose just because the patron is a minor.

84-22

DON LAW MOVED TO ADOPT RESOLUTION NO. 84-2 CONCERNING THE CONFIDENTIALITY OF LIBRARY RECORDS WHICH SUPERSEDES AND REPLACES RESOLUTION NO. 12 (MARCH 18, 1971); PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

Mrs. Voege made introductions at this time.

6 New Business

A. Youth Services Goals and Objectives

Mrs. Morrison stated that she recommends adoption of the Youth Services Goals and Objectives document. Mr. Parsons commented that he appreciates the amount of work which went into this document. He said that he hopes that available youth services staff will be able to handle this ambitious undertaking. Ms. Campbell stated that most of the objectives are being met right now.

84-23

DORIS FOURRE MOVED TO ADOPT THE YOUTH SERVICES GOALS AND OBJECTIVES;
ALICE HARRIS SECONDED THE MOTION.

Mr. Parsons asked if the Board has adopted anything like this before. Ms. Campbell stated that the Board did adopt Minimum Standards for Youth Services but youth services staff felt that they needed more direction as to what is expected of them and they felt that this document is much clearer in defining their purpose. Mrs. Morrison said that this document and the Minimum Standards document do overlap in some places, but staff felt it is not time to put the two together until after the Planning Task Force has completed its work. Mrs. Haakenson asked if goals and objectives have been considered in other types of service. Mrs. Morrison stated that the Task Force is working on this also. Ms. Loken said that it took the youth services staff six months to draft these Goals and Objectives. She said that the Reference Committee is also interested in preparing such a document for reference services. Ms. Loken said that since this is such a lengthy process, she thinks that the data collected by the Task Force will help. Betty Sholund, Chair of the Reference Committee, commented that the committee has been working on goals and objectives for several months.

MOTION CARRIED.

Mr. Law said that the Board has discussed having a procedures and policies manual and obviously these Goals and Objectives would fit into that. He said that this could fit into an overall outline of functions of the library, and it would all become so much more rational. Also, he said the right to privacy policy would fit into this.

Don Gooding, Olympia Board member, asked what happens to these Goals and Objectives, now that they have been adopted by the Board, with respect to local trustees. Ms. Campbell said that if local boards are interested in seeing that these goals and objectives are carried out, board members can talk to their local librarian. Mr. Gooding asked what TRL expects local library boards to do. Mr. Law said that he has suggested that responses from the Trustee Workshop be on next month's agenda. He said these Goals and Objectives, as a matter of course, should be sent to local boards also. He said he thinks that the first step after the Board adopts a document is that the document be sent to local boards. Also, he said that if something like this is on the agenda, it should be communicated to local boards well in advance of the meeting so that they would have an opportunity to come to the meeting and give their input. Mr. Gooding said that this is exactly what he has in mind. He said that the Olympia Library Board, for example, would be activated more by direct communications of this type and he thinks communication from the TRL Board to local boards would be enhanced by this type of thing. Mrs.

6A Fourre asked Mr. Gooding if he means that communications should be sent to each board member, and Mr. Gooding responded that it should be sent to each board as well as to each library. Mrs. Voege commented that local boards do get copies of the TRL Board minutes. Mr. Law said that at the Trustee Workshop, a board member showed him a postmark of April 11 on the January Board minutes. He said that he does not think that documents which the Board adopts have to wait until the minutes are approved. Mrs. Morrison asked what happens regarding communication in the unincorporated areas where there are no local boards. Mr. Law said he thinks the issue which was central at the Trustee Workshop was that local boards are asking what role they play, particularly in the cities which have annexed to the library district. He said what Mrs. Morrison says about rural libraries is true and he doesn't know how to respond to that, but local boards which put in time and effort seem to be crying out for better communication. Mr. Law said these Goals and Objectives are a good example and he thinks they should have been sent out two weeks in advance to local trustees and they should have been invited to make comments. He said that he has to believe that at least one of all the local boards may communicate something to the TRL Board that they have overlooked. Mrs. Morrison said that she had said in her memo to the Board that the Goals and Objectives had been on her desk since December and because there were so many urgent concerns that she barely got them to the TRL Board for consideration at tonight's meeting. Ms. Campbell said that she thinks an alternative would be for the individual librarians in each individual building to present documents to their local trustees since building heads all received these Goals and Objectives during the developmental process. Mrs. Voege agreed and said that each librarian truly has a closer relationship with the local board. Mr. Law said there should be formalized communications between the TRL Board and local boards and that he thinks this is something which has to be recognized. How it is done, he said, may not be of that much significance. Mrs. Fourre said that this is another instance where local boards should send representatives to the TRL Board meetings so that they will be aware of what is going on. Mr. Law asked if the TRL Board should expect local boards in distant areas to send representatives to a meeting where nothing is of significance to them at all. He said that one of the things which came out of his group at the Trustee Workshop is that local boards do not want to just have someone come to TRL Board meetings regularly because they do not feel this is feasible. He said they want to be told far enough in advance of the meetings as to what will be on the agenda so that they can look at that agenda and see if there is something they will really be interested in. Mr. Law said that, for instance, when they discuss building a library in Ocean Park, he would imagine that boards in that area will take an acute interest in that whereas boards in this area would not.

B. Public Relations Committee's request to fund textbook covers through advertisement

Chapple Langemack said that the PR Committee came up with this idea two years ago. She said the committee thought that when youth services staff visit junior and senior high schools in the fall, they could take these textbook covers with them to distribute to each student. She showed a prototype of the cover which Michael Darling, TRL's graphic artist, designed. Ms. Langemack said the cover is designed to be "doodled" on and it has helpful hints for how to use the library and annotated titles of youth books. She said the committee thought this

6B would be a good way to reach a hard-to-reach group of people. Since this is too large for TRL's press to print, it would have to be printed outside the district which would make it more expensive. Ms. Langemack said there are no TRL funds available for this. She stated that the committee contacted all the Friends groups in TRL and prorated what it would cost for the number of students in each area and asked the Friends if they would be interested in funding this. Mr. Langemack said some of the Friends groups responded that they would fund it, some said "absolutely not," and others said they did not have the funds available. Since the committee still feels this is a good idea, members are considering the possibility of having them printed with the backing of a corporation, and Ms. Langemack said the committee feels this is a policy decision of the Board.

Mr. Fuller said that there may be a legal problem with this. He said there is a provision in the state constitution against lending credit of the state to a private individual. He said he is not sure this would apply in this case but he would feel more comfortable if he could check into this.

Mrs. Voege asked about the committee's approach to the Friends. She asked if a personal plea to the Friends would help. She said that personally she thinks it is a good idea but is reluctant to fund this through advertising. Mrs. Voege suggested that perhaps it could be done in the areas where Friends groups agreed to fund it. Ms. Langemack said the committee considered this, but they would prefer to be able to do this throughout the whole district and if not, would rather not do it at all. Mrs. Haakenson asked how much this would cost and Ms. Langemack said that her figures are two years old, but it was estimated to cost between \$2,000 and \$2,500 for 27,000 covers.

Mr. Parsons said that most schools require that students cover their textbooks and frequently schools will try to sell advertising for book covers. He said the school he works at found out it would cost about \$700 a year to cover textbooks for the high school students, so students use a lot of book covers from the Army, Navy, Marines, and Air Force because they are free. Mr. Parsons said he also thinks this is a good idea but he is concerned that enough students would get them, since they have more than one textbook. Ms. Langemack said one cover would go to each student. Mr. Law said he is concerned that these covers would be produced and then would not sell, sell meaning "use" rather than making money on them. Mr. Parsons said he could guarantee that if the covers are free, they would be used.

Ms. Loken said that there are some corporations, MacDonald's for instance, which occasionally fund community activities, and she wonders if these book covers would be an extension of that sort of thing. Joyce Nichols said that she thinks that this type of cover would go over with the students since they would prefer it to a homemade cover. Mr. Parsons asked if TRL could charge for it, as he thinks it would be a good PR tool. Ms. Langemack said that King County Library System and Los Angeles Public Library did this sort of thing, but they were able to print the covers themselves.

Mr. Crose said he would like to see Mr. Fuller explore the legality of this and if it can be done, he said there are a lot of private dollars available if the proper places are approached. Mrs. Voege requested that Mr. Fuller research this and asked Ms. Langemack to update the costs

6B involved. Mrs. Haakenson requested that this be on next month's agenda. Since the Board will be meeting in Chehalis in May, there may be some Lewis County residents present, and the Board can get their thoughts on this. Mrs. Fourre said that TRL would not be going out to solicit advertising but rather seeking donations and if several firms wish to donate to print these covers, they should be able to receive credit for it. Mr. Fuller said that the Board has to consider when credit stops being credit and becomes advertising.

C. Co-sponsorship of 1985 Northwest Poetry Conference with St. Martin's College

Mrs. Morrison said that TRL's participation in this conference would be in-kind contributions by distributing posters and flyers throughout the district via TRL's courier system and to other libraries in the nearby areas. She said she also assumes that it will be held partly at the Olympia Timberland Library again.

84-24

DORIS FOURRE MOVED THAT TIMBERLAND REGIONAL LIBRARY CO-SPONSOR THE 1985 NORTHWEST POETRY CONFERENCE WITH ST. MARTIN'S COLLEGE; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

D. Youth Services Committee's request for Library Services and Construction Act grant

Ms. Campbell said that this proposal asks for L.S.C.A. funds in the amount of \$18,550 to fund a program whereby TRL would hire an expert consultant to train library staff and help set up a series of workshops to educate parents in the importance of their role in the development of their children's reading habits and how to help their children become good and active readers. She said that it is necessary for the Board to approve this before it can be presented to the State Library. Mr. Law asked how much this will cost TRL. Ms. Campbell said that L.S.C.A. grants require some in-kind contributions as far as staff time, use of telephone and communication equipment, office space, and travel time. She said that staff time is already funded and basically what will happen is that staff will direct their energies toward this project rather than something else. She said this is a project which youth services staff is very interested in and several staff have tried to do this already on a limited basis in their own areas but they would like to expand it district wide. Mr. Parsons said he thinks this is a tremendous idea and commended staff for the amount of work they put into this grant request. He said that he personally is very interested in literacy of children and thinks TRL is going in the right direction to get parents involved in their children's reading. Mrs. Voegel said the material is very well presented and easy to follow.

84-25

DON LAW MOVED TO APPROVE THE YOUTH SERVICES COMMITTEE'S REQUEST FOR LIBRARY SERVICES AND CONSTRUCTION ACT GRANT; JEAN HAAKENSEN SECONDED THE MOTION. MOTION CARRIED.

E. Resolution relating to per diem, mileage and subsistence payment to staff members

Mary Ann Shaffer said that the current amount of per diem for staff members is \$35 in state and \$50 out of state. She said if anyone has been to a hotel recently, they will realize that this is not nearly

6E enough to cover the hotel plus meals. Ms. Shaffer said that this resolution would raise the per diem allowance to \$50 in state and \$75 out of state, keeping in mind that this still may not cover all the expenses that would be incurred. Mrs. Voege said that the WLA Conference is this month, and if this resolution is adopted, the new rates would apply. Ms. Shaffer said that eight staff members will be attending the WLA Conference. She explained the process that staff goes through to request attendance at a conference. She said she allots a certain amount to each conference and she takes the number of people who request to attend a conference and decides if TRL can afford to pay per diem to each one or a portion of it if staff is willing to pay for some of it.

84-26

ALICE HARRIS MOVED TO APPROVE RESOLUTION NO. 84-3 RELATING TO PER DIEM, MILEAGE AND SUBSISTENCE PAYMENT TO STAFF MEMBERS AND SUPERSEDING AND REPLACING RESOLUTION #81-2; LARRY PARSONS SECONDED THE MOTION.

Mrs. Haakenson said that she is in favor of increasing the per diem for staff but she is not in favor of increasing the amount for meals if a staff member is not in a per diem status. She said she thinks these amounts are too high. She does agree that banquets should be paid in full, since these usually are a high cost. Mrs. Haakenson said that if staff uses the library's money as they would use their own they would not eat expensive meals unless they particularly want that kind of meal. Mrs. Fourre said that when she attended the PNLA Conference last year, the cost of meals was high, even in the coffee shop. Mrs. Harris pointed out that when attending a conference, staff members usually are required to eat at the hotel because of the short time and the prices are high. Mr. Law asked if staff has checked into per diem paid by other governmental agencies. Mr. Crose said that he believes this is in line with what the state pays.

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

F. Resolution relating to per diem, mileage and subsistence payment for Board members

Ms. Shaffer said that the current amount of per diem for Board members is \$50 in state and \$100 out of state and the Director has recommended that this be raised to \$75 in state and \$125 out of state. Mr. Polillo noted that the reimbursement for meals is higher than for staff and questioned this. Mrs. Morrison said that staff members, whether they are clerical, paraprofessional or professional, who wish to go to a conference are willing to invest something because they are getting something out of the conference which will help them in their work. She said Board members serve without pay, work long hours, and the least TRL can do is to cover their expenses. Mrs. Harris said she appreciates what Mrs. Morrison is saying but she thinks at this point that she personally would like to have the Board members reimbursed on the same level as staff. Several Board members commented that they would not be able to afford to attend conferences if the costs were not paid in full. Mrs. Haakenson agreed that Board members should be reimbursed the same as staff. Mr. Parsons said that he has attended several conferences and if the costs had not been paid in full, he would not have

6F been able to attend. However, he said that he also feels that meals should be reimbursed the same as staff. Mr. Law said he agrees with Mrs. Harris and does not feel that there should be any distinction between Board and staff.

84-27 LARRY PARSONS MOVED THAT THE PER DIEM, MILEAGE AND SUBSISTENCE PAYMENT TO BOARD MEMBERS BE THE SAME AS TO STAFF; ALICE HARRIS SECONDED THE MOTION. LARRY PARSONS, ALICE HARRIS, PAUL POLILLO, DOROTHY VOEGE, JEAN HAAKENS ON AND DON LAW VOTED IN FAVOR OF THE MOTION; DORIS FOURRE ABSTAINED. MOTION CARRIED.

Mrs. Morrison said that she will rewrite the resolution relating to per diem, mileage and subsistence payment to Board members for next month's meeting in line with the above motion.

G. Alternate dates for visit from Thurston County Board of Commissioners

See Agenda Item 4A.

5 Unfinished Business

B. Property Purchase

Mrs. Voege stated that the Board met earlier in Executive Session regarding this matter and they need to meet again in Executive Session with Timberland's attorney. The meeting recessed at 9:25 p.m. and the Board went into Executive Session to discuss property purchase. The meeting reconvened at 9:55 p.m.

84-28 LARRY PARSONS MOVED THAT THE BOARD AUTHORIZE MICHAEL CROSE, AS AGENT FOR TIMBERLAND REGIONAL LIBRARY, TO PROCEED IMMEDIATELY WITH THE PROPERTY PURCHASE AT OCEAN PARK FOR \$40,000 AND AUTHORIZE AN IMMEDIATE WITHDRAWAL OF \$1,000 FROM THE BUILDING AND SITE ACQUISITION AND IMPROVEMENT FUND TO SERVE AS EARNEST MONEY; DORIS FOURRE SECONDED THE MOTION. MOTION CARRIED.

There was no further business and the meeting adjourned at 10:00 p.m.

Sarah F. Loken
SECRETARY

Dorothy P. Oreg
CHAIR