

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Olympia Timberland Library, 8th & Franklin, Olympia, WA 98501

January 16, 1985

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M I N U T E S

BOARD MEMBERS PRESENT:

Jean Haakenson, Chair - Member-at-Large
Doris Fourre - Thurston County
Alice Harris - Mason County
Larry Parsons - Lewis County
Paul Polillo - Pacific County
Dorothy Voegel - Grays Harbor County

STAFF PRESENT:

Louise E. Morrison, Library Director
Mary Ann Shaffer, Assistant Director, Public Services
Sally Loken, Assistant Director, Central Services
Michael Crose, Assistant Director, Management Services
Vicki Armstrong, North Mason Librarian
Claire Christiansen, Olympia Librarian
Rose Jetter, Youth Services Coordinator
Linda Schade, Olympia Children's Librarian
Kitty Schiltz, South Mason Librarian
Yvonne Seidler, Reference Coordinator, Olympia
Betty Sholund, Reference Librarian, Olympia

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

GUESTS PRESENT:

Helen Abegglen, President, Olympia Friends of the Library
Marcheta Bean, Chair, Olympia Library Board
Don Gooding, Olympia Library Board
Coke Funkhouser, Olympia Library Board

Chair Jean Haakenson called the meeting to order at 7:30 p.m. Introductions were made.

AGENDA ITEM
NO.

1 Approval of Minutes of the December 19, 1984 Meeting

85-1 LARRY PARSONS MOVED TO APPROVE THE MINUTES OF THE DECEMBER 19, 1984 MEETING; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Mrs. Harris said that at the December 19, 1984 meeting, Dorothy Voegel appointed Doris Fourre and Alice Harris to serve with her on the Search Committee for the Library Director. After the meeting was over, they realized that Mrs. Haakenson as the new Chair should also be on the committee but this would be a majority of the Board meeting together which would represent a quorum. Mrs. Harris said she dropped off the committee and would like that reflected in these minutes.

2 Approval of Vouchers

A. December 1984 Final Expense Vouchers

Mrs. Haakenson stated that payroll and payroll-related vouchers for December 1984 had amounted to \$267,176.55.

85-2 LARRY PARSONS MOVED TO APPROVE DECEMBER 1984 FINAL EXPENSE VOUCHERS NO. 15831 THROUGH NO. 15881 IN THE AMOUNT OF \$21,739.30; PAUL POLILLO SECONDED THE MOTION.

Doris Fourre questioned voucher No. 15850 to Hulbert Associates in the amount of \$1,065.95 and asked what this covers. Mr. Crose stated that this is for services rendered by Mr. Hulbert for December 1984.

MOTION CARRIED UNANIMOUSLY.

B. January 1985 Expense Vouchers

85-3 ALICE HARRIS MOVED TO APPROVE THE JANUARY 1985 EXPENSE VOUCHERS NO. 15882 THROUGH NO. 16010 IN THE AMOUNT OF \$92,437.84; LARRY PARSONS SECONDED THE MOTION.

Mrs. Fourre questioned voucher No. 15902 to Marcel King in the amount of \$351.03 and Mr. Crose stated that this is the monthly payment for the Ocean Park property. Mrs. Voegel questioned voucher No. 15913 to the Port of Olympia in the amount of \$1,133 for rental of the Service Center and asked if this is the same amount TRL has paid since moving into the building. Mr. Crose said that the rental for the Service Center increased dramatically several years ago. Mrs. Morrison commented that the current rental has to do with the total space TRL occupies and what other tenants who are leasing from the Port are paying and she said that this amount is not out of line. Mr. Parsons questioned voucher No. 16010 to First Municipal Leasing Corp. in the amount of \$1,130.36 and Mr. Crose said that this is a payment for the Automated Library Information System MV8000.

MOTION CARRIED UNANIMOUSLY.

3 Reports

A. Board Committees

(1) Ocean Park - Paul Polillo

Mr. Polillo reported that he understands that clearing of the land for the Ocean Park building has begun. He said that there have been several contributions to the local building fund and he thinks that as soon as the building is started, there will be even more contributions. Mr. Crose commented that another \$500 was donated this morning and that people in the community are going directly to the bank and depositing money into the fund without recognition. He said there is a real interest in the community for this new library building and he is very encouraged.

3A (2) South Mason - Alice Harris

Mrs. Harris deferred her report to Mr. Crose. Mr. Crose reported that TRL has again run into a snag for financing the South Mason property having to do with whether or not the Board has the authority to sign a five-year promissory note. He said he has discussed this with the auditor's office and has come up with a solution to that problem. Mr. Crose said he anticipates that the Board will be able to sign a three-year promissory note which will have a termination date of January 1988. He said this will accelerate the payments on the property but he doesn't anticipate any problems with this. Mr. Crose said he is going to try to negotiate with the bank an interest rate which is 70% of the prime and he hopes to accomplish this by the end of this week.

(3) Library Director Search Committee

Mrs. Voegel reported that the Search Committee for Library Director met on January 8 at the Service Center. She said the committee went through a number of position announcements and came up with a draft which they left for Mrs. Morrison to review. Mrs. Voegel said that Mrs. Morrison added several things and made the announcement much more succinct. She said that the announcement has been sent out nationwide including the LJ Hotline, PNLA Jobline, California Jobline, and major libraries in Washington State. She stated that applications must be postmarked no later than February 28, 1985.

Mrs. Haakenson stated that Mr. Fuller would be late arriving and as soon as he arrives, the Board will hear his report.

AGENDA ITEM
NO.

3 Reports

C. Library Director - Louise E. Morrison

Mrs. Morrison reported that the Olympia community has been very gracious in its coverage on radio and in the newspaper regarding her retirement so she thinks it is pretty thorough knowledge by now. She said that the things which have been occupying most staff this month are a lot of end-of-the-year cleanup items and reports.

D. Assistant Director, Public Services - Mary Ann Shaffer

Ms. Shaffer referred Board members to her written report. Mrs. Harris commented that the professional staff retreat which is being planned sounds like a good idea and she hopes it will be a success.

E. Assistant Director, Central Services - Sally Loken

Ms. Loken referred Board members to her written report.

F. Assistant Director, Management Services - Michael Crose

Mr. Crose referred Board members to his written report. He said that the Board will receive two financial reports from him next month, one which will recap 1984 revenue and expenditures and the other which will

3F be a report on January 1985 revenue and expenditures. He stated that one question which always hangs over the Board and staff is what the carry forward will be from one year to the next. He said that there are no surprises coming out of 1984 and going into 1985 and, therefore, the budget should stand as adopted by the Board last month with a carry forward of \$379,320.

4 Correspondence

There was no correspondence.

Mrs. Morrison commented that there is a patron in Aberdeen who has complained about a book and the Board may hear from him.

3 Reports

E. Assistant Director, Central Services - Sally Loken, Cont.

Mrs. Harris asked Ms. Loken if she has summarized the surveys which the Planning Task Force has sent out. Ms. Loken responded that the committee is still working on it. She said that only 346 public surveys were returned. Ms. Loken stated that the slowdown has been getting the data entered in the computer, scheduling use of the computer and because the intern was off two weeks at Christmas. She said that there will be a number of things going out to the Task Force before its next meeting on January 25. Mrs. Harris asked if anything in particular has been showing up that the committee did not foresee. Ms. Loken said that from the ones she has reviewed, it appears that there is a fair proportion of people who responded who use the library and who do not use the library. She said that it is running about 50/50 on whether or not people would be willing to pay increased property taxes for the library. She said she also noticed a good distribution throughout the counties and it appears that the random distribution has provided a random response even though the response to the public survey was not as great as the committee had hoped it would be. Ms. Loken said that she will be discussing this with the consultant at TESC to see what a small response like this will mean. She said that the public survey went out to 1,500 households (two to each household). She stated that there was a high rate of response to the community leader survey and to the staff survey. Ms. Loken commented that it will be interesting to see the comparisons among the three surveys.

5 Unfinished Business

A. Appointment of Board representatives to a Budget Committee

Mrs. Haakenson stated that Mr. Crose had requested at last month's meeting that a Budget Committee be formed and he would like two Board members to be a part of that committee. Mrs. Haakenson appointed Paul Polillo and Dorothy Voegel as Board representatives to the Budget Committee and they both agreed to serve.

B. 16mm Film Services

Mrs. Voegel said that at last month's meeting she had suggested that the Board begin thinking about whether or not 16mm film service will continue to be offered. She said that she thinks it would be an act of

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courtesy to inform the institutions who are currently using 16mm film service that there is a possibility that the service will be phased out. Mr. Polillo said that he is against this at this time because Pacific County in particular does not really need this kind of information right now. He said this is something that may have to be done eventually. Ms. Loken said that 16mm film service is currently being offered to people who are confined and unable to go to the library, such as nursing homes. Mr. Polillo asked if this involves a large dollar amount. Mr. Crose said he doesn't have these figures available at this time but will provide that information to the Board. He said that he will have to discuss the staffing costs with Mary Ann Shaffer and will have to figure the amount for supplies and maintenance. Mrs. Harris asked if this service is funded for 1985 the same as for 1984 and Ms. Shaffer responded in the affirmative. Mrs. Harris said that she agrees with Mrs. Voegel that TRL needs to get this information out to the patrons well in advance of any decision which is made, but agrees with Mr. Polillo that now is not a good time. Also, she said that staff needs time to review the costs of this service.

Mr. Parsons stated that he thinks the Board is "jumping the gun" on this. He said the Board needs to take into consideration the results of the surveys which the Planning Task Force is working on as well as the work of the Budget Committee. If the Board acted on this now, he said that this would be setting parameters for the Budget Committee. He said there is no question that services will have to be cut as he sees the budget right now but he thinks that the Board needs to wait for recommendations from the Planning Task Force and Budget Committee before any cuts are made. Mrs. Voegel said that she thought it would be an act of courtesy to let the institutions know that this could happen. Mrs. Harris agreed but said that this may be premature at this time. Mrs. Fourre commented that there may be other areas that will have to be cut and the Board should know what they are first. Mrs. Haakenson said that this will be discussed further under Unfinished Business next month.

C. Lewis County Flyer

Mr. Parsons requested that the Library Director write a letter of thanks to Lewis County officials for including a flyer on TRL services in a Lewis County mailing. Mrs. Morrison said that this came about from a luncheon that she and Mrs. Voegel had attended several months ago in Vancouver and was a suggestion of Lewis County Commissioner Harold Cooper. Mr. Parsons said that the small flyer explains what Lewis County's residents' library tax dollars are being used for and it lists the TRL libraries in Lewis County. He said this is a good idea and he would like to thank Lewis County officials for allowing TRL to do this. Mrs. Morrison commented that other counties might be interested in doing the same thing. Mrs. Haakenson said that the flyer was prepared by TRL at TRL's cost and included with the Lewis County tax statements but did not involve a postage increase for Lewis County.

D. Thurston County Member-at-Large Board Member

Mrs. Harris inquired if TRL has heard anything from Thurston County Commissioners regarding the appointment of a Thurston County Member-at-Large Board representative to replace Don Law. Mrs. Morrison said that the Commissioners are aware that there is a vacancy and it has been advertised in the paper to let interested people know.

6 New Business

A. Consider adoption of the Board Policy Manual

Mrs. Haakenson said that this has been one of Mrs. Morrison's highest priorities and that Mrs. Morrison has finished compiling the Board Policy Manual. She said that in the Board's folders is a copy of the Foreword, Table of Contents and Index. She asked if all the Board members would like their own Board Policy Manual. Mrs. Fourre said that she doesn't think that would be necessary. Mrs. Morrison commented that when a new Board member is appointed, that the background material in Section 1 of the manual could be given to that new member.

Mrs. Voegel said that Mrs. Morrison had mentioned at last month's meeting the need for written policies on solicitation in the libraries and obtaining public records from TRL. Mrs. Morrison said she has been working with Herb Fuller on these two items. Marcheta Bean commented that the Olympia Library Board has set a policy for the Olympia Library that no one may sell in the library except the Olympia Library Friends group and she suspects that other libraries may have similar policies. Claire Christiansen said that there are always requests from various people to sell things at the entrance to the Olympia Library which is city property. She said that City Hall does not have a written policy on this but they tell people this is not allowed. Mrs. Morrison said she was thinking of a policy on solicitation so that staff and patrons would not be disturbed in the library. Mrs. Bean said that she would be interested in knowing if other local library boards have policy manuals. Mrs. Harris commented that several of TRL's libraries do not have library boards and a districtwide policy would encompass libraries that are in the unincorporated areas. She said she doesn't think that a districtwide policy would conflict with each individual library's policy. Mrs. Morrison suggested that the Table of Contents and the Index from the Board's Policy Manual be sent to the large TRL libraries. Mr. Parsons said that he would be satisfied with just the Foreword, Table of Contents and Index and if he has any questions about policies, he can contact the Service Center. He also agreed that it would be a good idea to send these to the large TRL libraries.

85-4

DORIS FOURRE MOVED TO ADOPT THE BOARD HANDBOOK AND POLICY MANUAL AS PREPARED BY THE LIBRARY DIRECTOR; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

B. Consider policy endorsement of a Health and Safety Policy

Mrs. Haakenson said that a copy of the Health and Safety Policy is in the Board's folders. Mrs. Morrison explained that there are two kinds of policies for the district--administrative policies which carry out the policies set by the Board. She said that the Health and Safety Policy is really an administrative policy and she has agreed to it but she thought the Board might wish to endorse this policy to give it more strength. She apologized for not sending it out to the Board last week but explained that the Xerox machine broke down before staff was able to copy it for the Board. Mrs. Haakenson read the Health and Safety Policy as follows:

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"The Timberland Regional Library believes in the dignity and importance of the individual employee and his or her need to derive personal satisfaction from the job. The prevention of occupational injuries and illnesses is of such a consequence to this belief that it will be given a top priority at all times.

"Timberland Regional Library will establish and require an accident prevention program that emphasizes the integration of safety and health measures into each job task. This will be accomplished through the cooperative efforts of the Library Director, library supervisors and employees who will seek to obtain the lowest possible industrial accident rates.

"Safety orientation for new and transferred employees, timely and appropriate training, a health and safety committee, an active inspection program, and protective equipment will be some of the tools used to reduce work hazards.

"By accepting mutual responsibility to operate safely, we will all contribute to the well-being of personnel and the library district."

Mrs. Morrison stated that this policy was prepared by the Health and Safety Committee. She said that the district is mandated by law to have such a committee and the policy was the first task of that committee. She said she did some revising of the policy but left it pretty much as it was presented to her by the committee.

85-5

PAUL POLILLO MOVED TO ENDORSE THE HEALTH AND SAFETY POLICY; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

3

Reports

B. Timberland Attorney - Herbert H. Fuller

Mr. Fuller reported that he has been working with Mrs. Morrison on some policies. He said he has also been working with Mrs. Morrison and Mr. Crose on the South Mason financing. By changing the financing plans, Mr. Fuller said that Mr. Crose alerted him to a statute he thinks will satisfy the bank. He said that he has written a letter to Alec Fisker of Rainier National Bank in Seattle who is apparently the individual who deals with municipal corporations. Mr. Fuller said that Mr. Fisker wanted a letter similar to a bonding counsel letter. He said he has had to treat this matter extremely carefully and in his letter he has cited several RCW statutes. Mr. Fuller read his proposed letter into the record as follows:

"This letter is in reply to the questions you raised in our recent telephone conversation.

"The Timberland Regional Library is an inter-county rural library district. An inter-county rural library district is, of course, a municipal corporation (RCW 27.12.210(6)). Such an inter-county rural library district is run by a Board of Trustees (RCW 27.12.190). The Trustees have the power to acquire land and buildings for library purposes (RCW 27.12.210(7) and (8)).

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"In order to acquire land and buildings, Timberland Regional Library may incur short-term indebtednesses within the meaning of 39.50 RCW. The power to incur such indebtednesses is given to the Trustees by RCW 39.50.010(1), who can incur the indebtedness by resolution (RCW 39.50.010(4)). Timberland Regional Library falls within the ambit of this statute, since it is a municipal corporation (RCW 39.50.010(3)). RCW 39.50.020 allows the Timberland Regional Library to incur such indebtedness for any lawful purpose. Acquiring land and a building is a lawful purpose (RCW 27.12.210(7) and (8)). Such indebtedness is, however, short-term as defined in RCW 39.50.030.

"It is important to note that the powers given to the Timberland Regional Library by Chapter 39.50 RCW are cumulative as shown by Section 39.50.900. Thus, any other method of incurring indebtedness covered in RCW 27.12 is not exclusive.

"The indebtedness can be evidenced by a note (RCW 39.50.010(5)). Such note would be paid from tax monies.

"I have been advised by the Director of the Timberland Regional Library that even with this indebtedness, Timberland Regional Library would be well under any indebtedness limitation. Thus, I see no impediment to Timberland Regional Library borrowing money to acquire land and building for library purposes pursuant to Chapter 39.50 RCW.

"Let me know if you have any further questions."

Mr. Fuller said that he took this step by step and cited the RCW on everything. He said he does not think there can be any argument with it. He said this letter will be mailed to Mr. Fisker tomorrow. Mr. Parsons asked if the Board has adopted a resolution to incur this indebtedness. Mr. Crose stated that this has been done by motion. Mr. Fuller said this should be confirmed by resolution. He said the promissory note can be signed by the Library Director. Mr. Fuller and Mr. Crose left the meeting to draft this resolution for the Board to adopt at tonight's meeting.

6

New Business

C. Consider change of title for the position of Supervisor- Personnel Administration to Personnel Manager

Because the Board originally adopted the Senior Administrative Team position descriptions, Mrs. Morrison said she is requesting a change of title for this position to Personnel Manager. Whether this position will continue to be a part of the Senior Administrative Team she does not know. Mrs. Morrison said that the Personnel Manager title is one that is fairly common and the title of Supervisor-Personnel Administration is too unusual and awkward. She urged the Board to make this change in title. Mrs. Haakenson asked if a new Personnel Manager will be hired. Mrs. Morrison said that staff is looking at the possibility of having someone who has an extensive background in personnel rather than a librarian. She said she would like the Board to change the title and then the position will be advertised.

6C
85-6

LARRY PARSONS MOVED TO CHANGE THE TITLE FOR THE POSITION OF SUPERVISOR-PERSONNEL ADMINISTRATION TO PERSONNEL MANAGER; DORIS FOURRE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

6

D. Consider approval of application for LSCA grant for literacy materials

85-7

DOROTHY VOEGE MOVED TO APPROVE APPLICATION FOR LSCA GRANT FOR LITERACY MATERIALS IN THE AMOUNT OF \$9,205; ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Ms. Loken commented that she will be working with Library Development staff at the State Library on this grant and the grant which the Board will be considering in Agenda Item 6E. She said there may be some changes in the proposal and asked if the Board would be agreeable to this as long as the intent of the grants is not changed. This was agreeable to the Board.

E. Consider approval of application for LSCA grant for Thurston County Jail library collection

85-8

DORIS FOURRE MOVED TO APPROVE APPLICATION FOR LSCA GRANT FOR THURSTON COUNTY JAIL LIBRARY COLLECTION IN THE AMOUNT OF \$27,825.08; PAUL POLILLO SECONDED THE MOTION.

Mr. Parsons asked Ms. Loken to explain the proposed purchase of videocassettes and video system, as well as in-kind contributions. Ms. Loken said that Thurston County Jail is interested in providing video materials itself and for TRL to provide some also. She said they are unable at this point to purchase video equipment and this is being requested in the grant. She said she has also indicated in the grant proposal that TRL will not maintain the video cassette collection, whereas providing books and periodicals to the jail is something that TRL feels is its responsibility. Ms. Loken said that she is requesting funds for 24 cassettes because that seemed like a good collection to begin with and one which will give the residents a good variety and provide subject areas they are interested in in a sufficient quantity. She said it will be up to Thurston County to maintain the video collection if it proves to be as valuable as they expect. She stated that the video subjects will be for GED instruction, basic personal hygiene, how-to skills, how to play guitar, etc. Ms. Loken said the new quarters for the jail will house an average population of 120, both women and men, who will be there a minimum of 17 months. She said that TRL just recently was informed that library space is being built into the new quarters, as well as classroom space. She said there will be four library sections, but at times, each section will have access to another section, so it will not be necessary to duplicate everything four times. Ms. Loken said that TRL is trying to respond to what Thurston County is trying to do and provide things that will complement what Thurston County is providing.

Mrs. Voege asked what TRL does in the other counties. Ms. Shaffer said some outreach is done in Grays Harbor and Pacific Counties. She

6E said that TRL used to serve the Lewis County Jail but Lewis County has decided to try to do this on its own, but they have asked Timberland for support in selecting materials and where to acquire them. Kitty Schiltz said that she is waiting for the Mason County Jail to contact the South Mason Library. Mrs. Haakenson asked if TRL will be providing staff and Ms. Loken said no more than in the past. Ms. Loken said that TRL has been serving the Thurston County Jail since 1978 with visits by TRL staff, currently Joyce Nichols of the Tumwater Library and Doug Gelis of the Service Center staff. She said the new facility will provide access for the residents daily. If TRL does not get this grant, Ms. Loken said TRL will continue to provide service as best it can. Mrs. Haakenson asked who will own the materials and Ms. Loken said that TRL will own the materials which will be placed on deposit at the jail. She said that TRL solicits donations of books and magazines for the jail and this will continue.

Ms. Loken said that in-kind contributions involve making selections and acquiring the materials, and Service Center pages will take the materials to the jail and put them on the shelves. Mr. Parsons asked if continued funding means that when the books are weeded that Timberland dollars will replace them. Ms. Loken said that is true if TRL doesn't have donations to replace them. Mrs. Haakenson asked if this means that TRL has added a whole new service. Ms. Loken said that TRL is already providing this service on a limited basis and will maintain it as best it can. She said there is an item in the materials budget for outreach and a portion of that amount is for jail service.

MOTION CARRIED UNANIMOUSLY.

7 Other Agenda Items

A. TRL Stationery

Mrs. Fourre said that every time there is a change on the Board, the stationery has to be reprinted and this is expensive.

85-9 DORIS FOURRE MOVED THAT THE BOARD OF TRUSTEES' NAMES BE DROPPED FROM THE STATIONERY; DOROTHY VOEGE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

6 New Business

F. Resolution authorizing the purchase of land and building for library purposes in Mason County

Mr. Fuller read the resolution which he and Mr. Crose have drafted authorizing purchase of the South Mason property as follows:

"WHEREAS, The Timberland Regional Library Board of Trustees on July 18, 1984 authorized the Director to proceed with the necessary steps in order to purchase the existing building and three lots at South Mason; and

"WHEREAS, Arrangements have been made for financing; now, therefore, be it

6F "RESOLVED that the Timberland Regional Library Board of Trustees authorize and direct the Director to obtain \$125,000 in financing, pursuant to RCW 39.50, and to sign all necessary documents in connection therewith."

Mr. Polillo asked if TRL would be restricted to use this money only for South Mason and Mr. Fuller said that is correct. Mrs. Haakenson requested that in the resolved paragraph that the word "direct" be changed to "instruct."

85-10 ALICE HARRIS MOVED TO ADOPT RESOLUTION NO. 85-1 AUTHORIZING THE PURCHASE OF LAND AND BUILDING FOR LIBRARY PURPOSES IN MASON COUNTY AS READ BY HERB FULLER WITH REQUESTED CHANGE; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

7 Other Agenda Items

B. Board Chair - Voting Member

Mr. Parsons said that when Dorothy Voegel was Chair of the Board he does not remember her voting on motions. Mrs. Voegel said that if Grays Harbor County needed a vote, she would vote

85-11 LARRY PARSONS MOVED THAT THE CHAIR OF THE BOARD BE A VOTING MEMBER OF THE BOARD; DOROTHY VOEGEL SECONDED THE MOTION.

Mrs. Fourre commented that she considers the Chair a voting member already. Mrs. Harris said that as she recalls the Board's Bylaws state that the Board will follow Roberts Rules of Order and asked if the Bylaws would need to be changed to include the Chair as a voting member. Mr. Parsons said that the Bylaws state that the Board will follow the general guidelines of Roberts Rules of Order, but he would like it to be clear that the Chair is a voting member. Mr. Fuller stated that he sees no harm in having this done in a motion.

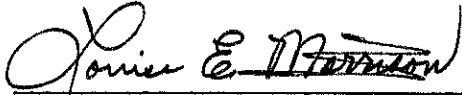
MOTION CARRIED UNANIMOUSLY.

C. Library Legislation Day

Mrs. Haakenson announced that Library Legislation Day is scheduled on January 31 in Olympia. Mrs. Morrison said that several TRL Board members plan to attend, as well as TRL staff and representatives from local library boards and Friends groups. She stated that this is a very crucial time for libraries and the public library funding bill should be introduced sometime next week. Mrs. Voegel said that she understands the significance of the public library funding bill, but she feels concerned with defending it to the legislators in Timberland because she can see people getting nailed if knowledgeable legislators say that Timberland and other libraries already receive state funds which are made available through the RCW. She said she is concerned with neophytes trying to defend the public library funding bill. She said this is not a good time to introduce another funding bill and she is

7C concerned that people might not be able to speak knowledgeably about the bill to the legislators. Mrs. Morrison pointed out that the changes which have brought libraries to this point are changes made by the legislature itself and she feels that libraries' needs are just as legitimate as anyone else's.

There was no further business and the meeting adjourned at 9:10 p.m.


SECRETARY


CHAIR