

ABERDEEN TIMBERLAND LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING
11 MARCH 1986
AGENDA

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1. Call to Order
2. Roll Call
3. Approval of Minutes
4. Approval of Bills
5. Unfinished Business
 - A. Bylaw Revision
 - B. Meeting Room Policy
6. New Business
 - A. WLA, ALA, PNLA
7. Staff Reports: Reynvaan, Windisch, Peck
8. Board Orientation: Literacy Materials
9. Announcements
10. Adjournment

ANNOUNCEMENTS

1. Tuesday, March 11: ABERDEEN LIBRARY BOARD, Aberdeen Library, 4:00 p.m.
2. Thursdays, March 13-April 10: GARDENING SERIES, Aberdeen Library, 1-3 p.m.
3. Wednesday, March 26: TRL BOARD, TRL Service Center, 7:30 p.m.
4. Sunday-Saturday, April 6-12: NATIONAL LIBRARY WEEK.
 - Tuesday, April 8: "Let's Talk About It" Discussion group begins, 7:00 p.m.
 - Thursday, April 10: "Sarah Dougherty, Handicapped Climbing", 7:00 p.m.
5. Tuesday, April 8: ABERDEEN LIBRARY BOARD, Aberdeen Library, 4:00 p.m.
6. Tuesday, April 15: "BELLE OF AMHERST", Grays Harbor College, 8:15 p.m.
7. Wednesday-Saturday, April 23-26: WASH LIBRARY ASSN. CONFERENCE, Spokane.

ABERDEEN TIMBERLAND LIBRARY
BOARD OF TRUSTEES
MONTHLY MEETING

11 MARCH 1986

CALL TO ORDER

The meeting was called to order at 4:07 p.m. by Tom Brennan. Other members of the Board present were James Brown, Richard Merrick, Dorothy Vekich. Weedy McCauley was excused.

STAFF PRESENT

Christine Peck, Sue Reynvaan, Jay Windisch

MINUTES

Richard Merrick moved that the minutes be approved as mailed. The motion was seconded by James Brown, motion passed.

BILLS

James Brown questioned the \$40,000.00 payment to Thurston County, and was reminded that the quarterly contract fee for services from Timberland went to Thurston County, the financial "agent" for TRL. The bills were signed for payment as presented and approved by the Board.

UNFINISHED BUSINESS

BY-LAWS

The Board discussed the wording in the section of the by-laws dealing with the annual meeting and an annual report from the librarian. James Brown moved that the revised section read "The annual meeting shall be held in January, at which time the officers will be elected. An annual report shall be prepared by the librarian and adopted by the Board no later than April." Richard Merrick seconded the motion, motion passed. This revision of the by-laws was adopted by the Board.

MEETING ROOM POLICY

Christine reported that the Aberdeen City Attorney had looked at the policy on the Aberdeen Library meeting room and wanted to check into getting it very concise, preferably on one page so that the policies would not be missed. The wording of the policy is a combination of sections from the Hoquiam Attorney and the Aberdeen Attorney. James Brown suggested that both sides of the policy be put on one sheet. Christine also reported that it was the opinion of the Aberdeen Attorney that it be added in the introduction that groups must become familiar with the policy and abide by it. Tom Brennan suggested a notice at the bottom of the first page "see reverse" printed clearly, so that people would not claim that they had not seen the reverse page of the policy. Dorothy Vekich moved that the draft be approved, printed on both sides of one page, with the "see reverse" or "see over" notice. James Brown seconded the motion, motion passed.

NEW BUSINESS

CONFERENCES

Christine noted that there is money in the City Budget for conferences, and wanted to know if any members of the Board were interested in going. James Brown asked if Christine had any recommendations, and what was the WLA program. Christine said that she would be attending WLA and was very much considering attending PNLA in August. Christine reported that the WLA program was Cooperation: Closing the Distance, and that it did not appear to be highly geared toward trustees who were already in a stance of cooperation. Christine went over the WLA program with the Board. She also noted the "extras" of attending a conference, such as the opportunity to meet and talk with other people in the field, and the exhibits of library materials and equipment. Christine also noted that the main speaker would be Peter Jenkins, who wrote "Walk Across America". In 1987, there will be a joint WLA, Oregon Library Association conference in Portland. ALA will be in New York this summer, with ALA being held in San Francisco in 1987. Christine reported that ALA is the "cadillac" of national conferences, with an emphasis on authors, national speakers, and a very impressive show of exhibits. PNLA will be in Vancouver, B.C., this year, August 13-15, with a one-day Pre-conference meeting on August 12.

STAFF REPORTS

STAFF REPORTS

PAGE HOUR CUTS

BACK-LOGS

VOLUNTEER MENDING

STAFF TURN-OVER

REFERENCE PROBLEMS

VOLUNTEERS

LEGISLATIVE UP-DATE

THANK YOU'S

"TEMPORARY" LEG.

FIRE DISTRICT CONT.

SERVICE DENIALS

HOME DAY CARE

LET'S TALK ABOUT IT

Dorothy Vekich asked about the impact of the cuts. Christine noted that by far, the category cut the most was in page hours, and that we are trying to adjust to that loss. It is very difficult to keep up with the collection shelving, especially the magazines which are really getting backed-up. The mending is not being done, and it is also growing into a concerning back-log. Christine said that she is considering volunteer help for at least the mending. There followed a general discussion on the use of volunteers, hours, and volunteer "pools" to draw from. The discussion also touched on the change in policy on service to rest homes and institutions, and possible use of volunteers. Christine noted that this area is not being addressed. Christine also reported that some people who were cut to part-time have found other full-time jobs. It is hoped that we will be able to hire people who want and prefer to work part-time. We are now having a difficult time just dealing with the volume of materials going in and out of the library, and not being able to manage the returns and keep the shelves in order. This also has an impact on reference, as many calls and requests for information are determined to be in certain materials or magazines, but those materials are not where they belong. A magazine may be noted as being "on the shelf", when in fact it may be in the back-log of several hundred magazines waiting to be put back on the shelf in their proper boxes. Tom Brennan asked if volume was the problem, or perhaps new and inexperienced staff? Christine responded that situations were so intertwined that it was difficult to tell. It will take at least six months to see how things are "falling out". Dorothy Vekich asked about the use of volunteers in the "trouble spots". Christine again noted the possible use of volunteer time for some mending, but noted problems when it came to shelving and other on-going library activities, as you do not have the same type of dependability/control with volunteers as you do with staff. Christine noted that the staff turn-over would hopefully stop soon.

Christine reported that the bill had passed the House, and would the Board like to write thank you letters? Tom Brennan replied that he thought this would be a very good idea, as we no doubt will be talking to the same legislators again. Christine agreed, and noted that this is not the end of library legislation, and that within the two-year time period it would again be up for consideration. Tom Brennan said that he would get a letter together, and he thanked James Brown for his letter, which Tom thought was very good.

Tom Brennan asked if TRL were happy with the legislation, and Christine replied "no". The legislation did give a temporary "out", but it did not solve the problems with funding. The topic will now coincide with the Governor's tax revision schedule for 1988. Christine also explained the contracts with the fire districts, and noted that we are still in bad shape. Christine also said the newspaper should be thanked, but with the note that the bill has not solved all the problems. We are turning people down for services that we used to provide, such as the request from the Mall for a puppet show. We just do not have the staff time to do things like we did. If the Board hears complaints, Christine wanted them to know that we are just not able to do some things anymore.

James Brown thought that the Home Day Care Visits program was a great idea. Christine noted that the Friends are finding out the requirements and the regulations of their being an "employer".

Christine noted that the Let's Talk About It program has fallen victim to "slow publicity", and little pre-publicity, so response has not been good. They are scrambling for some publicity, but the program may not turn out

LET'S TALK ABOUT IT to be as good as it could have been. It will commence on April 8, 1986, during National Library Week.

NATIONAL LIBRARY WEEK Christine reported on the up-coming programs that will be held during the 1986 National Library Week.

There were no further questions on any of the reports.

BOARD ORIENTATION

LITERACY MATERIALS Christine explained the grant that Timberland received for new adult readers, "plus". Christine also noted the East County Literacy group and the adult education program at Grays Harbor College. The materials at Aberdeen are basic reading materials. They are not the Laubach texts, but are intended for additional support material, for the student to go beyond the text materials. The Board examined the sample literacy materials that Christine brought, and cards were distributed to the Board about the Literacy volunteers. Christine noted that the materials were shelved on a special rack by the Reader's Guide and the Telephone books, near the pamphlet files.

ANNOUNCEMENTS Christine noted the announcements at the end of the agenda, and especially the Belle of Amherst.

ADJOURNMENT There being no further business of the Board, Dorothy Vekich moved that the meeting be adjourned. James Brown seconded the motion, motion passed. The meeting of the Aberdeen Library Board of Trustees was adjourned at 5:44 p.m.

