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ABERDEEN TIMBERLAND LIBRARY  
BOARD OF TRUSTEES MONTHLY MEETING  
8 APRIL 1986  
AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes
4. Approval of Bills
5. Unfinished Business
6. New Business
7. Staff Reports: Reynvaan, Windisch, Peck
8. Board Orientation: 1985 Annual Report
9. Announcements
10. Adjournment

ANNOUNCEMENTS

1. Sunday-Saturday, April 6-12: NATIONAL LIBRARY WEEK  
     Tuesday, April 8: "LET'S TALK ABOUT IT" book discussion begins, Hoquiam Library  
     7:00 p.m.  
     Thursday, April 10: "FLOWER ARRANGING" with Stella Jarvis, Aberdeen Library  
     1-3 p.m.  
     Thursday, April 10: "CLIMBING MT. McKINLEY" with Sarah Doherty, Handicapped  
     Climber & Skier, Philips Lecture Hall, 7:00 p.m.
2. Tuesday, April 15: "BELLE of AMHERST", Bishop Center, 8:00 p.m.
3. Tuesday, April 22: "LET'S TALK ABOUT IT", Aberdeen Library, 7:00 p.m.
4. Wednesday-Saturday, April 23-26: WLA, Spokane.
5. Wednesday, April 30: TRL BOARD MEETING, TRL Service Center, 7:30 p.m.
6. Monday, May 5: FRIEND'S BOARD MEETING, Aberdeen Library, 7:00 p.m.
7. Tuesday, May 6: "LET'S TALK ABOUT IT", Hoquiam Library, 7:00 p.m.
8. Wednesday, May 7: ALL STAFF DAY, Library Closed
9. Tuesday, May 13: ABERDEEN LIBRARY BOARD MEETING, Aberdeen Library, 4:00 p.m.

ABERDEEN TIMBERLAND LIBRARY  
BOARD OF TRUSTEES  
MONTHLY MEETING

8 APRIL 1986

CALL TO ORDER The meeting was called to order by Board Chair Tom Brennan at 4:07 p.m. Other members of the Board present were Richard Merrick and Dorothy Vekich. James Brown and Weedy McCauley have notified Christine that they would be a little late, but they would be at the meeting as soon as possible.

MEMBERS PRESENT Christine Peck, Jay Windisch

STAFF PRESENT

MINUTES Dorothy Vekich moved that the minutes be approved as mailed. The motion was seconded by Richard Merrick, motion carried.

BILLS The bills were examined by the Board, signed and approved for payment as presented.

UNFINISHED BUSINESS Christine reported that there was nothing currently in the works concerning the building at this time.

NEW BUSINESS

ROOF LEAK Christine reported that there has been a recent leak in the Children's Room, and that the building had been resealed around 1981. More information about the resealing project could be obtained from the past minutes. Christine also informed the Board she was still exploring options and gathering information about the front planters. Dorothy Vekich mentioned that part of the Master Gardener's program was repayment in volunteer hours, and that this could perhaps be a source of assistance.

BUILDING SEAL PLANTERS Christine noted that the emergency lights worked well in a power loss, but felt that another light was needed on the fiction/Children's room side of the building. It was the one particular area that did not receive any light from the emergency lighting system during the power failure. At this point Christine has not talked to the City electrician.

EMERGENCY LIGHTS

STAFF REPORTS

LIBRARIAN Christine added that TRL will pick up the subscription cost of the Pacific Northwest Quarterly on the next re-order of periodicals, which will be in late 1986 and take effect in January 1987. At this point, there was nothing more to add to the librarian's written report. Sue Reynvaan, the Children's Librarian, is currently on vacation, and Jay Windisch had nothing to add to the written Reference Report.

ANNUAL REPORT REGISTRATIONS Christine noted that the number of patrons can be deceiving, as people keep reregistering, but the "drops" are not reflected. Software is still being developed to enhance the statistical capabilities of ALIS reporting. It was also noted that there are card registrations at other libraries for Aberdeen residents, and registrations at Aberdeen for TRL residents of areas outside Aberdeen. Christine also cautioned the Board that Book Talks, hours open and Outreach all have affected circulation. During the past year the main Reference collection in Aberdeen has been beefed up and expanded in number of titles. Tom Brennan asked about the Mailbox function of ALIS, and Jay and Christine explained the operation and use of mailbox in the Timberland district. This is a function of the automated circulation system that can be effectively used to communicate in many cases. The advantages are not having to pick up the telephone, which can be an interruption, and there are no long distance charges, as the ALIS communication lines are already being funded. Christine noted the problems in scheduling the building since the beginning of the year. Illness and up-coming vacations have and will be a problem in providing adequate staffing. Christine did note that with a developing procedure on substitutes, this should be eased somewhat.

CIRCULATION

REF. COLLECTION

MAILBOX

SCHEDULING

PAGE CUTS When asked about the cuts in page hours, Christine reported that there were some problems in the shelving backlog and getting the shelves "read" so that library materials could be located where they should be found on the shelves

MAGAZINES

Magazines were the biggest problem of the shelving backlog because of the time it takes to reshelve them properly. A cart-load of magazines, in title order, can take up to 1 hour to shelve.

RESTRUCTURING--  
EVALUATION

Christine reported that there would be administrative meetings on Wednesday and Thursday of this week, looking for guidelines to analyze the restructured TRL and discover "what's going on".

LOCAL HISTORY

When Tom Brennan inquired about the local history collection situation, Christine reported that Lynn Browne had been investigating what was needed and required to be an employer. That situation has been settled, so the project should be getting organized soon.

NEWSPAPERS

Newspapers are an important source of local history, and Sandy Lauritzen, part-time Reference Assistant in Aberdeen will be working on the Local History project. Sandy Bates, part-time Children's Assistant in Aberdeen will be doing some Day Care Home visits under another of the special Friends projects.

DAY CARE HOME  
VISITS

LOCAL HISTORY

Dorothy Vekich asked if the Local History Collection would be set up by year, and Christine responded that it is basically set up by subject. There were still different aspects of the organizing of the collection being discussed, such as whether to "pull out" the Biography files in a separate file or not. This project is "sponsored" by the Van Syckle memorial, and the Van Syckles do not want it to just sit there. Perhaps an exhibit or display could be taken to the schools, but this will be "down the line".

ANNUAL REPORT

Weedy McCauley moved that the Annual Report be accepted as presented. The motion was seconded by James Brown, motion carried. There being no further business of the Board, Weedy McCauley moved that the meeting be adjourned. James Brown seconded the motion, motion carried. The Meeting of the Board was adjourned at 5:09 p.m.

ADJOURNMENT

*Jay Kendrick*