

ABERDEEN TIMBERLAND LIBRARY  
BOARD OF TRUSTEES MONTHLY MEETING  
9 SEPTEMBER 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. 1986/87 City Budget
  - B. 1987 TRL Budget
  - C. Letter to TRL
6. New Business
7. Staff Reports: Windisch, Reynvaan, Peck
8. Announcements
9. Adjournment

ANNOUNCEMENTS

1. Monday, September 8: ABER. FRIENDS MEETING, Aberdeen Library, 7:30 p.m.
2. Tuesday, September 9: ABER. LIBRARY BOARD MEETING, Aberdeen Library, 4:00 p.m.
3. Saturday, September 13: TRL BUDGET WORKSHOP, St. Placid's, Lacey, 10-3 p.m.
4. Tuesdays, September 23-Nov. 18: LET'S TALK ABOUT IT, Ab./Ho. Library, 7:00 p.m.
5. Wednesday, September 24: TRL BOARD MEETING, TRL Service Center, 6 p.m.
6. Friday-Saturday, October 3-4: WORKSHOP IN LIBRARY LEADERSHIP, Yakima
7. Tuesday, October 14: ABER. LIBRARY BOARD MEETING, Aberdeen Library, 4 p.m.

ABERDEEN TIMBERLAND LIBRARY  
BOARD OF TRUSTEES  
MONTHLY MEETING  
9 SEPTEMBER 1986

Call to Order

The meeting was called to order by President Tom Brennan. Other members of the Board present were Dorothy Vekich, Weedy McCauley and James Brown. Richard Merrick was excused. The meeting commenced at 4:11.

Staff Present

Christine Peck, Sue Reynvaan

Minutes

Dorothy Vekich moved that the minutes be approved as mailed, seconded by Weedy McCauley.

Bills

Bills in the amount of \$41,849.12 were examined by the Board and signed for payment.

Unfinished Business

1986/87 City Budget

Christine distributed copies of the 1986/87 City of Aberdeen Preliminary Budget. She noted that there is a one-time midterm budget reduction of 6% not reflected in the sheet handed out, which translates to a total 1986 budget of \$205,000 rather than the original budget of \$218,550. The major cut will be taken from the contract fee which was over-budgeted intentionally because the exact fee is never budgeted because the exact fee is never known at the time the budget is passed each year. Even with the 6% reduction there is still money unspent in the 1986 budget. Christine proposed to go ahead with the exterior water proofing of the building. It was noted that this maintenance work; pressure washing to remove the moss and waterproofing the exterior walls, must be budgeted every 5 years. Tom moved and Dorothy seconded that two to three years in advance of the next time this work needs to be done, that the project be thoroughly researched to establish the best way to maintain the exterior brick walls: what products, techniques and companies who provide the service are MOST recommended. Weedy moved and Jim seconded the motion to spend \$4700 to have McCullough waterproof the 3 exterior walls, and to get an estimate on tuck pointing the other two.

Unspent money

Exterior Waterproofing

5 year Maintenance Plan

Purchase of Typewriter/Word Processor

\$850 is budgeted this year for a new typewriter. Christine would like to buy a word processor instead of a typewriter. A word processor costs around \$2000. It would be best to purchase an IBM PC or one that is compatible with an IBM PC because that is what the TRL Service Center has in its business office. Christine asked the Board if it would be interested in going together with the Friends and TRL to purchase a word processor. Christine thinks that if the \$850 is not spent by the end of the year, it will be lost to the library. She is not sure if the city will allow the money to be allocated in 1986 to the purchase of a word processor in 1987. Jim moved and Weedy seconded that all funds remaining in the account 572 200 6400 machinery and equipment be committed to the purchase of a personal computer/word processor in lieu of a typewriter. Christine will find out if the city has a mechanism to earmark funds from one to the next for specific expenditures.

1987 City Budget

Increase in Contract fee

The 1987 City of Aberdeen Preliminary Budget is the same total as the original 1986 budget of \$218,550. There will be a major increase of about \$8000 in the TRL contract fee because of an increase in the levy rate to 47.7/1000. The budget reflects reduction in nearly all other items. Christine will check again with Mike Crose regarding the contract fee before submitting the budget to the city.

Building Maintenance in 1987 Christine discussed maintenance items that need to be considered next year. The interior of the library needs repainting. The main entry doors and gate need to be fixed. They need to be waterproofed and the doors need to be religned again. The board discussed the feasibility of putting in an airlock. Christine stated that it is possible, but not as a top priority item. Airlock systems are not included in the state's energy audit. They are not a cost effective energy saver because the cost of design and installation is too high. Christine recommended holding off until it is known how the City will fund a new roof and heat pumps. In the future a bond issue may be considered for building maintenance for the library and general maintenance for city hall. Jim expressed concern of a safety factor of the glass doors which now continue to swing freely rather than stopping at midpoint. He feels that a small child may get hit by the door.

Airlock

Bond issue in the future

5 year plan Christine presented a five year plan for building maintenance:  
1988 roof and heat pump, meeting room windows  
1989 relamping  
1990 redesigning and recarpeting  
1991 waterproofing exterior walls

Motion for Preliminary budget Dorothy moved and Jim seconded the submission of the preliminary budget. They congratulated Christine on her ability to make the necessary cuts to come up with a balanced budget.

1987 TRL Budget Christine handed out a copy of 1987 TRL Budget Variations, showing projects best, middle, and worse cases. In the middle and worse cases, Aberdeen would lose 4 hours of opening per week, and a reduction of staff. In all three cases, it is proposed that Aberdeen's Children's librarian be scheduled 8 hours per week in the Hoquiam Library. Christine noted that the fire districts are now banding together and refusing to cooperate with TRL. At the same time, the most current budget projections are better than they have been for some time.

Fire Districts

Board Orientation Jim suggested that for a future Board Orientation, we invite other local boards and the Coastal Caucus to come and talk. Jim also suggested that TRL hire specialists and/or consultants to thoroughly research the library funding problem and propose solutions to the legislature. Dorothy recommended that the Board write a letter explaining the nature of the problem and the need to come to a solution, and send it to the members of the Coastal Caucus. Christine suggested that it also be sent to all incumbents and candidates running in the current election. The letter should go out before the next meeting.

Board Workshop Christine will be attending a TRL sponsored Library Board workshop this weekend at which Joline Unsoeld will be speaking. Christine will ask her what steps can the Aberdeen Board take to promote legislative action.

Letter to TRL It was proposed at the last Board meeting that a letter be written to the TRL administrators requesting statistical information on which to base local decisions regarding building operations. Tom recommended that the board hold off on the letter. Christine reminded the board that TRL is discussing implementing analysis of service, and she offered to provide monthly circulation statistics to the board.

Adjournment The meeting was adjourned at 6:17 p.m.