

ABERDEEN TIMBERLAND LIBRARY
 BOARD OF TRUSTEES MONTHLY MEETING
 14 OCTOBER 1986
 AGENDA

file

1. Call to Order
2. Roll Call
3. Approval of Minutes
4. Approval of Bills
5. Unfinished Business
 - A. Budget Updates
6. New Business
 - A. November Aberdeen Board Meeting
7. Board Orientation: Automation, Technology and Telecommunications-Sally Loken, Assistant Director of Central Services
8. Staff Reports: Reynvaan, Windisch, Peck
9. Announcements
10. Adjournment

ANNOUNCEMENTS

1. Tuesdays, Oct. 7-Nov. 18: LET'S TALK ABOUT IT, Ab/Hoq Libraries 7 p.m.
2. Tuesday, October 14: ABERDEEN LIBRARY BOARD, Aberdeen Lib., 4 p.m.
3. Saturday, October 18: TIM NOAH CONCERT, Ab. Miller Auditorium, 7 p.m.
4. Wednesday, October 22: TRL BOARD MEETING, Elma Jr. High, 7:30 p.m.
5. Tuesday, October 28: AUSSIE BOOKS FOR KIDS, Aberdeen Lib., 3:30-4:30 p.m.
6. Wednesday, October 29: ALL STAFF DAY, Library closed
7. Thursday, October 30: CANCER (MARK REED HOSPITAL), Aberdeen Lib., 7 p.m.
8. Monday, November 3: FRIENDS OF THE LIBRARY MEETING, Aberdeen Lib., 7 p.m.
9. Thursday, November 6: RALPH FLOWERS--BEAR HUNTING, Aberdeen Lib., 8 p.m.
10. Thursday, November 13: "DEATH AND DYING" (MARK REED HOSPITAL) Aberdeen Lib., 7 p.m.

BOARD OF TRUSTEES
MONTHLY MEETING

14 OCTOBER 1986

CALL TO ORDER The meeting was called to order at 4:05 p.m. by Board Chair Tom Brennan.

MEMBERS PRESENT Other members of the Board present were James Brown, Richard Merrick and Dorothy Vekich. Weedy McCauley was excused.

STAFF PRESENT Christine Peck, Sue Reynvaan, Jay Windisch

GUESTS Sally Loken, TRL Assistant Director, Central Services.

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

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

BOARD ORIENTATION

TRL AUTOMATION Sally Loken was welcomed by Board Chair Tom Brennan. Sally Loken noted that she was very glad to be present, and would give the Board an update on the automation in TRL, current, in the works, and the near future. A recap was given on WLN, originally the Washington Library Network, now called the Western Library Network, a more accurate reflection of its geographic scope.

WLN This is where automation began for TRL. The ALIS contract with Data Phase was noted, and Sally explained the difficulties presented by the sheer size of TRL and the consortium with The Evergreen State College and the State

ALIS CONTRACT Library (Washington), known as CALS. Timberland's size and geographic spread adds a great deal of cost just for telecommunications. Sally went on to

TELECOMMUNICATION discuss the problems with response time, noting that Tuesday is the worst day of the week for response time. TRL has the "best possible" contract for a

RESPONSE TIME turn key system. The one drawback is that CALS must follow the use and testing as closely as is dictated by the contract that DataPhase is to provide.

TESTING OF ALIS The functional performance testing has not been completed, and CALS has had "free" software since 1982. When the testing is completed, there is to be a one-time payment of \$40,000.00 from CALS. Then comes the response time

PERFORMANCE BOND test. There is a \$600,000.00 Performance Bond that DataPhase must have through an insurance company until the system is accepted. Sally noted that the Booking function still does not work properly, and this is probably the

BOOKING FUNCTION major stumbling block right now. The President and a Vice President of the DataPhase company came and talked with Nancy Zussy, Washington State Librarian and now we are awaiting official written response. Sally noted that there would be about a month of legal paper work. After that will be the response time test, which dictates that there will be 70 terminals operating at once, each doing specified functions. It entails stopwatches and close monitoring.

TEST FAILURE? At this point, it looks like it will fail. Then what? There are several possibilities, such as the performance bond, new equipment (central processor unit), etc. Who knows at this point. The CPU is a Data General MV8000 mini computer. There is an MV 10000. It may be that we have to go with another system, and there are some possible alternatives, such as Dynex or NOTIS (sp: a Northwestern University development since ALIS II. It is up in the air as to what will happen if the response time test fails. There are many things that DataPhase can do, but will they do it? CALS is by far the largest customer. There is an ALIS III, a combination with Tandem, which has been sold to UTLAS (University of Toronto Library Automation System) which is very large. Where are we? In the RFP, the "second generation" includes a Patron Access Catalog (PAC), we would hope. There followed a general discussion on PACs and the "state of the art" of the software and hardware for PACs. Sally noted that during the summer of 1986, she did not see a demo that she thought would work with the public.

ALTERNATIVES

PAC

CD ROM Christine asked if Sally would discuss CD ROM with the Board. Sally started with a discussion of CD (compact discs) format in general, which is audio.

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CD ROM

CD ROM contains data, compact disc "read only memory". There is no on-line interaction, which is a savings on the on-line telecommunications charges. For example, Grolier's Encyclopedia is on one disc. There is a subscription charge for the one disc, and the up-dates are quite reasonable as far as encyclopedia up-dates go. Another great feature is the access--you can combine terms in searching, a feature you cannot do in manual searching of an index. CD ROM allows for the storage and access of information. Another example Sally gave was the WLN database on CD ROM, known as Lasercat. At the moment it is not "user-friendly" enough, as it was primarily designed as a librarian's tool.

ACCESS/SEARCHES

LASERCAT

TELECOMM. COSTS

MICROWAVE

INTER-LATA COST

CABLE SERVICES

TELEFACSIMILE

LSCA GRANT

REFERENCE SERV.

CD GRANT REQ.

LIRN PROJECT

TRL BUDGET

LOCAL GOV. COMM.

SUBSTITUTES

Sally discussed the great costs to TRL for telecommunications to have access to on-line and turn key systems. She did note the microwave system in the Pacific County area. Use of this type of system is being discussed as a possible way to avoid the extremely high inter-LATA expense charges. This is the most costly, troublesome part of the TRL telecommunications charges. There are also possibilities with cable service, but there are the problems with changes in franchises, dependability and quality of lines. Sally also discussed telefacsimile and the current "group III" machines. Sally gave a recap on the telefacsimile/ground delivery project grant with the State Library for the Board, and informed the Board of the TRL grant proposal for LSCA funds for a telefacsimile/CD ROM project. Sally discussed the impact of the grant on Aberdeen, noting the telefacsimile machine and the personal computers for CD ROM access. The Magazine Collection and Business Collection at Olympia were noted. Telefacsimile access should have a great impact on reference activities in Aberdeen and other TRL service locations. There followed a general discussion of the LSCA terms. Sally also reported another LSCA grant being submitted by TRL, one by Mr. Dickerson for audio compact disc collections and players for five TRL locations. The Board was also apprised of the LIRN project grant monies for juvenile and foreign language materials. The word processor ability of the personal computer was also discussed. Sally noted that if the telefacsimile/CD ROM grant was not funded, Olympia would switch to Lasercat (WLN database on CD ROM% instead of being on-line.

Things look status quo for now, in terms of the TRL budget. There is hope for early November prorating contracts. Sally also noted that the Local Governance Study Commission sub-committee met today, and would meet tomorrow in Spokane with a full agenda. Sally said that there would be more information on the legislative situation after the meeting.

One outcome of the carryforward is that TRL will be advertising for substitute employees. TRL cannot commit to permanent staff at this time, but can do some arranging for substitute time to help cover illness and vacation and meeting time. Chris Livingston, Grays Harbor Community Library Coordinator, will be handling the hiring for the Grays Harbor County area of TRL.

At this point Sally Loken had to leave in order to return to Olympia for an appointment. The Board thanked Sally for her recap, update, and "predictions" on TRL automation.

UNFINISHED BUSINESS

CITY BUDGET

CANDIDATE'S NIGHT

CITY BUDGET

The budget looks okay at this point. The arrangements for Candidate's Night were discussed, which is to be at the Montesano Library, October 30, 7-9 p.m. Tom Brennan said that he would put a sign in the window at Brennan's. Chris noted that the City Budget would go through a public hearings process.

HEAT PUMPS/ROOF Chris noted that the hearings will be "by department", and was wanting to know which of the Board members would be attending the library hearing. Chris noted a five-year allotment for the heat pumps, roof, and possibly carpeting. This joins the monies left over from the original bond issue. We are likely to be in better shape, as this is being considered as a "joint" project with City Hall. The money can be set aside, but there is difficulty in specific "earmarking" of the money.

WATERPROOFING The waterproofing of the outside is done today. The steps were to be 1) power washing, 2) consultation on tuck-pointing, and 3) waterproofing. It so happens that step 2, tuck-point consultation, was skipped. They felt that they were running out of time to get the waterproofing done. The company said that the tuck-pointing can be done later, and that they would "re" waterproof the tuck-pointed areas at their expense. In talking with them Chris noted that one area would cost around \$500.00, the other area in need of tuck-pointing would be around \$400.00. Christine told them to bill the library for what has been done, the washing and the waterproofing, and we will see where we are at with the budget. There has been some expense on the entry doors, so we may have to wait on the tuck-pointing anyway. Chris noted the new hinge on the front entry door, which has a 5-year guarantee. A rebuilt one has a 1-year guarantee--the rebuilt one used last time lasted only 2 years so a new one was installed this time. The cost was around \$500.00. Chris noted that the tuck-pointing was not a part of the original bid, as that had to be estimated after the power washing was completed. It is possible to wait until next year on the tuck-pointing. The mortar is not lasting as it should.

TUCK-POINTING There is some talk as to why this is happening with this building, the possibilities being freezing weather during construction, or perhaps the mix of the mortar with the black lime for the decorative effect. At this time it is not known.

ENTRY DOOR HINGE The Board discussed the fact that the City of Aberdeen had been cutting back in anticipation of the loss of Federal Revenue Sharing monies. There is now talk of the County taking a ½¢ tax for the loss of Federal Revenue Sharing monies. This would cause a cut of about \$140,000.00 for the City.

MORTAR DETERIORATION The TRL Contract fee is around \$180,000.00. We will not know for certain until early December, perhaps late November. It is still estimated that TRL will set 47.7¢/1,000. It may be just a little lower, as assessed values have not dropped as rapidly as predicted.

FEDERAL REVENUE SHARING CUTS The date of the next meeting of the Board falls on a holiday when the library is closed. The Board decided to meet on the first Tuesday of November, on November 4, at 4:00 p.m.

TRL CONTRACT FEE Sue noted that statistics for juvenile use and materials would be included in the redesigned output measures.

TRL LEVY RATE Jay noted the estimated cost for electrical wiring needed if the LSCA grant was funded, around \$1,924.00, which was included in the grant request.

NOV 4 BOARD MTG. Christine noted the announcements and up-coming events, and pointed out that a lot was coming up in the way of meetings and programs. Chris asked if any members of the Board wished to attend the TRL Board meeting in Elma on Nov 22 to let her know. Chris announced to the Board that she was expecting a baby in May, and would let the Board know about her leave arrangements.

STAFF REPORTS

BUILDING WIRING

ANNOUNCEMENTS

TRL BOARD MTG.

A BABY!

ADJOURNMENT There being no further business of the Board, James Brown moved that the meeting be adjourned. The motion was seconded by Dorothy Vekich, motion passed. The meeting was adjourned at 6:04 p.m.

Jay Henschel