

ABERDEEN TIMBERLAND LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING
8 SEPTEMBER 1987
AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes
4. Approval of Bills
5. Unfinished Business
A. Waterproofing
6. New Business
7. Staff Reports: Windisch
8. Board Orientation: 1988 Budget
9. Other agenda items
10. Announcements
11. Adjournment

ANNOUNCEMENTS

1. Tuesday, Sept. 8: AB LIB BOARD MTG, AB LIB., 4:00 p.m.
2. Wednesday, Sept. 9: TRL PLANNING TASK FORCE MTG, SC, 4:00 p.m.
3. Tuesday, Sept. 15: TRL SPECIAL ELECTION
4. Thursday, Sept. 17: Public lecture on U.S. Constitution: Dr. Lyman Pedersen
AB Lib., 7:30 p.m. (Free)
5. Wednesday, Sept. 30: TRL BOARD MTG, SC, 7:30 p.m.
6. Thursday, Oct. 1: Jennifer James on "BUILDING SELF-ESTEEM", Weatherwax H.S.
Auditorium, 7:30 p.m. (Tickets)
7. Saturday, Oct. 10: Mystery Night: AB LIB., after lib. hours: advance
tickets.
8. Tuesday, Oct. 13: AB LIB BOARD MTG, AB LIB., 4:00 p.m.

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BOARD OF TRUSTEES
MONTHLY MEETING

8 SEPTEMBER 1987

CALL TO ORDER

The meeting was called to order by Vice President James Brown at 4:25. Other members of the Board present were Weedy McCauley and Lee Rhoden, with Dorothy Vekich notifying that she would be late. Tom Brennan was excused as he had a sales meeting in Seattle.

MEMBERS PRESENT

STAFF PRESENT

Christine Peck, Jay Windisch

MINUTES

Lee Rhoden moved that the minutes of the previous meeting be approved as mailed, Weedy McCauley seconded the motion, motion carried.

BILLS

The bills were approved by the Board as presented and signed for payment. Christine and Jay noted that the bill for the work of NW Waterproofing was going to be held over until next month, as the tuck point caulking was too light. A darker overlay was applied, and the Public Works Director, City of Aberdeen recommended that we hold off on the bill for a short while to see how this process would work. The Board asked that Jay check with Mr. Balgaroo to see how long a wait he thought was needed.

COMMUNICATIONS

Jay apologized to the Board, noting that while preparing the Board reports he found that the thank you note from Christine Peck for the flowers the Board sent on the birth of her second son. The card had slipped down in the pocket of the Board notebook and was overlooked.

CHILDREN'S LIBN.

Weedy McCauley asked about the progress on hiring a Children's Librarian for the Aberdeen Library. Jay responded that the field of applicants had been narrowed down to three candidates, who would be interviewed by Christine Peck, Barbara Winfree, TRL Youth Services Coordinator, and by Mary Ann Shaffer, TRL Assistant Director for Public Service, in the last week of September. If things work out we should have a new Children's Librarian in Aberdeen by November 2, 1987. When Lee Rhoden asked about schools in the area for Librarianship, Christine responded that the University of Washington, Denver, and a couple of universities in California offered certified programs. Timberland is looking for a candidate with an accredited Masters of Librarianship degree, with specialized children's training. This is getting more and more difficult as the emphasis is increasingly focused on computer technology and information sciences. School librarian and children's librarian positions in the East, for example, are often advertised as Media Specialist rather than Children's Librarian.

STAFF REPORTS

Jay noted that there was nothing further to add to the written reports.

BOARD ORIENTATION

James Brown yielded the chair to Dorothy Vekich at this point in the meeting of the Board.

1988 CITY BUDGET

Christine wished to discuss the preliminary 1988 Budget for the City of Aberdeen for the Library as this month's Board Orientation session. The final 1987 Contract Fee came in at \$170,000.00. It had been budgeted at \$179,000.00. Thus there was a slight surplus which could be used to offset any item of the current budget that went over due to unforeseen circumstances. The best indication at this time for 1988, in terms of the contract fee, looks like about \$186,000.00. This will be at 50¢/1,000. Christine then explained to the newer Board members how the City contract rate is set by the county rate. Christine also noted that the annexation of the City of Aberdeen to TRL for the purposes of library service did not pass when put to vote on the ballot. The City has been supportive of library services and has recognized the value of the contract fee. The City could not provide the same level of service with a city library as is possible through the contract with TRL. Christine told the Board that the budget for the library is submitted to the Mayor. The Mayor then brings the entire City budget to the City Council. The library budget submitted will have increases in the

CONTRACT FEE

WATERPROOFING

Contract Fee (Intergovernmental Services) and in the building maintenance section. Christine reported that Rudy Balgaroo, Public Works Director for the City of Aberdeen, had recommended that Options B & C from the proposal by Northwest Waterproofing be put into next year's budget, which accounts for most of the increase in that section.

FIVE-YR PLAN

Christine briefly outlined the Five-Year Plan.

- 1987--sprinkler system, plantings
- 1988--water damage repair in Children's Room, waterproofing
- 1989--relamping, brick repair continued
- 1990--roof, heat pumps
- 1991--waterproofing entire building
- 1992--interior space redesign, carpeting

SIGNAGE

Christine reported that she had done some work with Diane Johnson on some "temporary" signage for the library. We have received some signs of silver block printing on black posterboard. Christine reminded the Board that we have a floor plan problem that needs to be resolved in the future, so we do not want to spend an inordinate amount of time and expense on signage that will have to be changed in about five years.

INSURANCE

James Brown inquired about the insurance section, that the amount seemed to be down. Christine responded that she would check with Mary Cochran about this matter. When Lee Rhoden asked about TRL insurance, Christine noted that the City of Aberdeen is in a self-insurance pool, which covers only the building, not the contents. Contents are insured through Timberland.

UTILITIES

Christine reported that the electrical rate increase for municipal government would be 1-1.5%. There has been no increase for the custodial service since 1984. Paul Fuhrer has been considering a necessary increase of about \$25.00 a month to 3%. Weedy McCauley moved that the Board approve an increase for custodial services by ABC Janitor Service. James Brown seconded the motion, motion carried unanimously.

JANITORIAL

EQUIPMENT REPAIR/
HEAT PUMPS

Christine told the Board that she would have to check with L&B again to get firm figures on maintenance for the heat pumps, but that it is around \$2,000. This would about pay for a new heat pump unit, at the beginning of the year.

PRELIM. BUDGET
APPROVED

Lee Rhoden moved that the Preliminary 1988 Library Budget be approved as discussed. Weedy McCauley seconded the motion, motion carried.

PLANNING TASK
FORCE

It was noted that the Planning Task Force meeting had been cancelled. James Brown will report on the status of planning at the next meeting of the Board Tuesday, October 13, 1987.

BICENTENNIAL OF
U.S. CONSTITUTION
LECTURE

The Board was advised of the lecture on the Constitution in observance of the bicentennial of the signing of the document and as a "kick-off" for the "Let Talk About It" book discussions coming up at the Aberdeen Library. Lee Rhoden suggested that Jay might call the schools, as students might be encouraged to attend with extra credit or some other arrangement.

ADJOURNMENT

There being no further business of the Board, Weedy McCauley moved that the meeting be adjourned. James Brown seconded the meeting, meeting adjourned at 5:12 p.m.

Jay R. Hindisch