

DEC 9 1987

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

1. Call to Order
2. Roll Call
3. Approval of Minutes
4. Approval of Bills
5. Unfinished Business
A. Parking
6. New Business
A. 1988 Goals and Objectives
7. Staff Reports: Riley, Windisch, Peck
8. Announcements
9. Adjournment

ANNOUNCEMENTS

1. Tuesday, December 8: AB LIBRARY BOARD, Aberdeen Library, 4 p.m.
2. Thursday, December 10: LET'S TALK ABOUT IT, Aberdeen Library, 7 p.m.
3. Wednesday, December 16: TRL BOARD MEETING, TRL Service Center, 7:30 p.m.
4. Thursday-Friday, December 24-24: MERRY CHRISTMAS! Library closed
5. Thursday, December 31: NEW YEAR'S EVE, Library closed at 6 p.m.
6. Friday, January 1: HAPPY NEW YEAR! Library closed
7. Tuesday, January 12: AB LIBRARY BOARD, Aberdeen Library 4 p.m.
8. Monday, January 18: MARTIN LUTHER KING'S BIRTHDAY, Library closed
9. Thursday, January 28: LIBRARY LEGISLATION DAY, State Capitol, Olympia

ABERDEEN TIMBERLAND LIBRARY
BOARD OF TRUSTEES
MONTHLY MEETING

9 DECEMBER 1986

CALL TO ORDER

The meeting was called to order by Vice Chair Dorothy Vekich at 4:10 p.m. Other members of the Board present were James Brown, Weedy McCauley and Richard Merrick. Board Chair Tom Brennan was excused.

MEMBERS PRESENT

STAFF PRESENT

Christine Peck, Jay Windisch

MINUTES

The minutes of the previous meeting were approved as mailed, motion made by Weedy McCauley, seconded by James Brown.

BILLS

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

UNFINISHED BUSINESS

1987 GOALS AND OBJECTIVES

Christine reported that she had pulled out some things from earlier documents to get the presented list of 1987 Goals and Objectives for the Aberdeen Library. Richard Merrick suggested that some of the elements on the list that were not continually on-going be assigned target or completion dates, with a quarterly review set up to check on progress. The Board asked about priorities, and Christine responded that a personal priority for her was III B 1, the weeding and organizing of the building files. Richard Merrick suggested putting a completion date of June 1, 1987, down, and Chris said that she hoped to be finished earlier than that. Christine then reported on the progress she was making in organizing the building files and some thoughts on how best to continue the task. Christine also reminded the Board that these goals and objectives were rather building specific (AB), and therefore do not reflect district responsibilities of Aberdeen staff. The goals and objectives also do not really get into service aspects, as the materials and staff are provided by Timberland Regional Library. This will be the task of the Long Range Planning Committee of TRL. It was noted that Board member (AB) James Brown has been appointed to serve on this committee.

TARGET DATES

PRIORITIES

BUILDING FILES

AB GOALS--BLDG. SPECIFIC

TRL LONG RANGE PLANNING

SIGNAGE/WELCOME

Specific building concerns were noted in section III B 2-4, of the Aberdeen Library 1987 Goals and Objectives. Christine said that we should be able to receive some help from TRL via the PR position and graphics with #4, the signage and welcome booklet. National Library Week is in April, and Christine thought that this would be a good target date for completion. Building projects were usually considered around mid-year, which gives Christine a chance to see how the budget is going and evaluate priorities. III B 2, the painting of high usage areas, however, would best be done in mid-January to February, due to weather limitations on outside work. It is also possible that we may have the assistance of some of the City crew, and January/February was a better time for them. They have done some paint work at City Hall very nicely, and it would be a lot easier on the library's budget. As for the plantings, Christine noted that she has had some conversations with Rose Haines and with City employees about some of the problems, such as drainage.

INTERIOR PAINTING

CITY CREW

PLANTINGS

MUSIC COLLECTION

Christine noted that the goals and objectives were designed to be a working sheet, an assistance to accomplish things that help give better service. They are not targeted as public service goals and objectives, which is what TRL will get into. The music collection was discussed and Christine told the Board what was happening on the organization of that collection. She also reported that a staff member has been working on the organization of the Local History files.

LOCAL HISTORY

1986 BUDGET

TUCKPOINTING

LEAKS

JOINT CRACK

CAULKING

Christine discussed the tuckpointing project and the possibility of a new leak in the Children's Room area. There is a corner wall joint which has cracked all the way up. Bob Street, architect, inspected the building with Christine and said that it would be a good idea to wait, and perhaps more consultation about the situation was necessary. Caulking might be more critical at this stage than tuckpointing. In several critical areas the caulking can be lifted off. It needs to be done correctly, but this is not the time of year to do such a project.

Some weatherproofing of the front doors, a problem toilet, a new flag and the final heat pump maintenance check can be done at least. It was hoped that the tuckpoint/caulking project could be done with 1986 funds, but the timing is wrong. Perhaps it might be possible to transfer some of the funds into the heat pump/roof fund. There is no realistic/legal way to pre-pay for such projects. The main point right now is the weatherproofing problems. Christine noted that we may have to pay for Mr. Street's consultation services, but perhaps this is necessary at this point of time in the building's condition to ensure the proper course of action.

STAFF REPORTS

REFERENCE

TRL GRANTS

TELEFACSIMILE

CD ROM

Jay reported that there was no written report to supplement the WATS line report for November. He did announce that TRL has been awarded the grants. There will be a significant impact on local reference and reference training for use of the new equipment and materials, specifically the telefacsimile machine, the personal computer and the CD ROM (Compact Disc Read Only Memory) capabilities. It makes for some exciting times and possibilities, but also some anxiety about "time". There will be a cluster meeting and a Reference Committee meeting in December, so there should be plenty to report on at the next meeting of the Board.

CHILDREN'S LIBRN.

Christine updated the Board on the Children's Librarian position currently open at the Aberdeen Librarian. The top candidate declined the position, so it was reannounced. There are some interviews possible in the near future.

TRL LEVY RATE

CONTRACT FEE

The Board was also informed that the TRL levy came in at 45.76¢, up from last year. The contract fee for TRL services for Aberdeen are currently estimated to be about \$170,587.00.

ADJOURNMENT

Members had their attention drawn to the announcements on the agenda. There being no further business of the Board, Weedy McCauley moved that the meeting be adjourned, motion seconded by Richard Merrick. The meeting was adjourned at 5:30 p.m.

Jay R. Mendisch