

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
Timberland Ocean Park Library, 256 & N St., Ocean Park, WA 98640

September 25, 1991

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M I N U T E S

BOARD MEMBERS PRESENT: Jean Davies, Vice-President; Art Blauvelt; Bill Lawrence; Helen Timm

BOARD MEMBERS EXCUSED: Jeanne Church; Carolyn Dobbs; Doris Fourre

STAFF PRESENT: Liane Bascou; Judy Covell; Sue Cowell; Mike Crose; Lon Dickerson; Margo Eytunge; Carol Gorsuch; Mary Johnson; Ann Musche; Sally Nash; Sherrill Peterson; Bill Scherr; Mike Wessells

OTHERS PRESENT: Jan Gurule; Lisa Gurule; Louis H. Hough; Marie Oesting; Larry Parsons; Bonnie Sayce; Bill Timm; Betty J. Timmen

Since there was not yet a quorum of the board, Mr. Lawrence opened the meeting for informal discussion at 8:00 p.m. Introductions were made, including new staff Mary Johnson and Ann Musche. Informal discussion focused on the impact on TRL if Initiative 559 passes. Mr. Dickerson read his memo dated September 25, 1991, regarding Initiative 559, which sets out reductions of \$250,000, \$500,000, and \$750,000 that could be implemented as of January 1, 1992, if the initiative is approved. Mr. Lawrence stressed that the memo sets out preliminary estimates which the board would need to consider. Mr. Blauvelt added that the message is if Initiative 559 passes, there will probably be reductions in library services.

Ms. Davies arrived and officially called the meeting to order at 8:25 p.m.

AGENDA ITEM  
NO.

2 Public Comments

A. Certificate of Appreciation

Ms. Nash said Naselle-Grays River Valley School District #155 has provided TRL use of its facilities for meetings of the Naselle Friends and summer reading programs. Since the Naselle library will soon be moving to its new facility and will no longer need to use the school district's facilities, a Certificate of Appreciation has been prepared recognizing the school district's cooperation.

B. Correspondence

There was no correspondence.

3 Approval of Minutes

91-34 ART BLAUVELT MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES REGULAR MEETING OF AUGUST 28, 1991, AS DISTRIBUTED; BILL LAWRENCE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4 Vouchers

Payroll and payroll-related vouchers for August 1991 amounted to \$334,832.11.

4  
91-35

ART BLAUVELT MOVED TO APPROVE VOUCHERS NO. 33834 THROUGH NO. 34026 FOR SEPTEMBER 1991 IN THE AMOUNT OF \$394,105.28; HELEN TIMM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

5 Unfinished Business

There was no unfinished business.

6 New Business

A. 1992 Budget Task Force and scheduling of board retreat

Bill Lawrence and Helen Timm will serve on the 1992 budget task force. It was agreed the board would schedule a retreat after the meeting.

B. 1992 Preliminary Budget

91-36

BILL LAWRENCE MOVED TO ADOPT RESOLUTION NO. 91-01 ADOPTING A PRELIMINARY OPERATING BUDGET FOR 1992; ART BLAUVELT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

C. Draft Revision of Long Range Plan

The draft revision of the Long Range Plan was presented. Mr. Blauvelt explained the process of how the plan was revised and discussed the proposed changes in the plan. Ms. Timm commended Mr. Dickerson for the format in which the board received the first draft revision which showed both the deletions and additions. Mr. Dickerson said all of the TRL libraries will receive copies of draft #1 with the deletions and additions and multiple copies of draft #2. The board requests written and oral comments on the draft at its October 23 meeting. The board expects to adopt the new Long Range Plan on November 20.

7 Reports

A. Library Director

August 1991 Revenues and Expenditures - The written report was presented.  
Initiative 559 potential impacts on Timberland operations - This matter was discussed earlier in the meeting prior to the official call to order. Information on 559 will continue to be sent out as it is received.  
Building updates - Mr. Crose reported the Amanda Park building is scheduled to open on November 2 and the Naselle building is expected to open on November 16.  
Service Center backlog progress report - The staff hired temporarily on the backlog project will terminate on September 30. Most of the backlog has been taken care of, with the exception of 8,500 AV items. TRL is looking at alternatives to WLN to handle cataloging of AV. Ms. Covell explained that it is a time-consuming process to catalog from scratch which is why TRL is looking for a supplemental database system. She offered a tour of the operations at the Service Center to anyone interested. The current practice is that materials will be available for the public's use within two weeks of receipt at the Service Center. The 1991 cost of the backlog project through September is \$86,484 which is significantly below what was projected. This is in addition to \$50,000 spent in 1990. Mr. Crose and Ms. Covell will be making a recommendation of how to deal with the remainder of the backlog.  
Focus on Ocean Park and Ilwaco Libraries - Ms. Johnson said she has spent her

7A first six weeks with TRL by working in both libraries, learning Dynix, meeting with various groups in both communities, and working with the Friends group. She is trying an experiment at Ocean Park of putting non-fiction videos on the shelves with the non-fiction books to provide people a variety of different formats. She has entered into preliminary discussion about the possibility of seeking a grant to establish an outreach collection in the historical museum. Ms. Sayce said the Friends are planning a bulk mailing to boxholders in Long Beach after the first of the year which will include information on TRL and will encourage them to use the Ilwaco and Ocean Park libraries.

B. Human Resources Policy Task Force

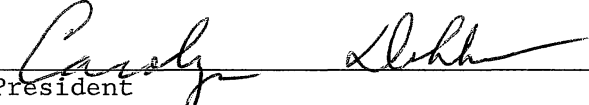
Discussion on the Human Resources Policy was tabled.

8 Other Agenda Items

A. Schedule Executive Session

The board agreed to schedule an Executive Session for the purpose of discussing personnel-related matters after the meeting adjourned.

There was no further business and the meeting adjourned at 9:45 p.m. The Executive Session was scheduled on Monday, September 30, at 6:00 p.m., at the Service Center. The board retreat will be scheduled at that time.

  
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President

  
\_\_\_\_\_  
Secretary