

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
Service Center  
415 Airdustrial Way S.W., Olympia, WA 98501

January 29, 1992

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M I N U T E S

BOARD MEMBERS PRESENT: Jean Davies, President; Art Blauvelt; Jeanne Church; Carolyn Dobbs; Doris Fourre

BOARD MEMBERS EXCUSED: Bill Lawrence; Helen Timm

STAFF PRESENT: Liane Bascou; Judy Covell; Margo Eytinge; Carol Gorsuch; Christine Livingston; Dianne Loomis; Bill Scherr; Mary Ann Shaffer

GUESTS PRESENT: Sandy Dahlstrom, Hoquiam Board; Shirley George, Oakville Board & Friends; JoAnne Pearson, Oakville Board & Friends; Eula Schieck, Oakville Board & Friends; Sharon Sims, Oakville Board; Marjorie Waller, Hoquiam Board; Pat Wandell, Hoquiam Board

President Davies called the meeting to order at 7:35 p.m.

AGENDA ITEM

NO.

1 Introductions were made

2 Public Comments

A. Correspondence

Ms. Davies referred to two letters from the Ilwaco Library Board expressing concern that the Ilwaco library has been designated in the Long Range Plan as a library that is not presently handicapped accessible; and requesting that a professional librarian not be hired for the Ilwaco/Ocean Park branches and using that salary for support staff instead.

B. Public Comments

Ms. Livingston announced that Pat Wandell and Kristy Earley are the two newest members of the Hoquiam board.

3 Approval of Minutes

92-01 DORIS FOURRE MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES REGULAR MEETING OF DECEMBER 18, 1991, AS DISTRIBUTED; CAROLYN DOBBS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4 Vouchers

Payroll and payroll-related vouchers for December 1991 amounted to \$343,585.99. At its December meeting the board authorized Mike Crose to prepare and distribute warrants for 1991 expenditures incurred after the vouchers approved on 12/18/91 and prior to 1/1/92, with appropriate review and approval by the board at its January meeting.

- 4  
92-02 ART BLAUVELT MOVED TO APPROVE VOUCHERS NO. 34642 THROUGH NO. 34680 FOR DECEMBER 1991 IN THE AMOUNT OF \$56,835.33; JEANNE CHURCH SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
- 92-03 DORIS FOURRE MOVED TO APPROVE VOUCHERS NO. 34681 THROUGH NO. 34868 FOR JANUARY 1992 IN THE AMOUNT OF \$208,211.79; CAROLYN DOBBS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

5 Unfinished Business

There was no unfinished business.

6 New Business

There was no new business.

7 Reports

A. Transition Manager - Michael Crose

Ms. Shaffer reported in Mr. Crose's absence.

Packwood: The \$5,000 bequest from former TRL board member Bob Baker for the Packwood library is being used for carpeting, blinds and a microwave oven. Holds: The holds process which has eliminated mailing of materials still has a few kinks which need to be worked out. Public comments have been positive with only a few complaints. Staff will be analyzing the process over the next several months. Amanda Park: The Department of Natural Resources has offered to dig a ditch to correct a drainage problem at the new Amanda Park library. Naselle: The hard rains in Naselle have caused damage to the new library. Central Reference: The central reference service at the Olympia library begins February 3. The branches will refer requests they cannot fill to central reference. Jan Sterner, Reference Coordinator, extends an invitation to the TRL Board to visit the site. Supervisor Training: The second series of supervisor training will be completed this week. The topics have been empowerment and behavioral styles. The third series of training will take place this spring. December 1991 Revenues and Expenditures: The report is not yet available. 1991 Circulation Report: There was an increase of 32% in December 1991 Circulation over December 1990. The year end circulation shows a 17% increase over 1990 and is the first year circulation has been over 3 million. Since 1986, TRL's circulation has increased by 48%. Library Legislative Day: Library Legislatiave Day was held on January 22. Legislative issues which affect libraries are cuts in the State Library's budget, funding for the Library for the Blind and Physically Handicapped, election of library trustees, and mandatory reciprocity among libraries in the state. Work Session on February 15: The board will meet with a cross section of TRL staff to discuss the administrative structure of the district and determine what qualities in a library director are necessary to complement that structure. Other meetings will be scheduled to include a broader representation of staff, local boards, and members of the public. Ms. Fourre requested that Charlotte Wood be invited to meet with the board to discuss the search process for a new director.

7 B. Management Council Chair - Judy Covell

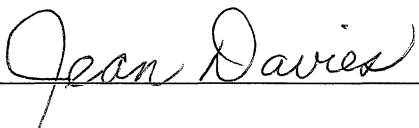
The Management Council is composed of the Director; two Assistant Directors; the Community Library Coordinators; the Reference, Technical Services, Collection Development, Children's, Community Information, and Volunteer Coordinators; and the Human Resources Manager. The Management Council has been delegated the responsibility for making managerial decisions with input from appropriate staff. Ms. Covell said the Management Council is dealing with many issues and concerns and attempting to work out a framework in which to deal with these issues. A number of committees have been established which report back to the Management Council. She reviewed the items discussed at the Management Council's January 13 meeting.

8 Other Agenda Items

A. TRL Friends Groups

Ms. George requested clarification on TRL's request for information regarding Friends' tax status. Ms. Gorsuch explained that Mr. Crose has given her an assignment to seek information from Friends groups regarding bylaws, articles of incorporation, tax status, the type of support the groups provide to their local libraries, and the kind of support TRL has provided to Friends groups. The purpose of this research is to develop parameters for district support of Friends' activities and determine any limitations in providing that support.

The meeting adjourned into Executive Session at 8:50 p.m. The board met in Executive Session 9:00 to 9:55 p.m. for the purpose of discussing Staff Association negotiations. There was no further business and the meeting adjourned at 9:55 p.m.

  
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President

  
\_\_\_\_\_  
Secretary