

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

December 30, 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; Bill Lawrence; Helen Timm

STAFF PRESENT: Liane Bascou; Patty Bergman; Mike Crose; Carol Gorsuch; Tom Joselyn; Andrea Jungkuntz

GUESTS PRESENT: Helen Hepp, Montesano Library Board

President Davies called the meeting to order at 7:00 p.m. She called for an Executive Session pursuant to RCW 42.30.110(g) regarding personnel matters. The Executive Session ended at 7:30 p.m. and the regular meeting reconvened at 7:40 p.m.

AGENDA ITEM
NO.

1 Introductions

Mr. Joselyn introduced Lacey Library's new Reference Librarian Andrea Jungkuntz, who has previously worked at King County and Pierce County Libraries. Introductions of others were made.

2 Correspondence and Public Comments

A. Certificates of Appreciation

Certificates of Appreciation were presented to the following local library board members who have completed terms on their respective boards: Jim Gober, Chehalis; Norma LaBell, McCleary; Elizabeth Penoyar, South Bend; Libby Walker, Winlock; Jackie Miller, Yelm.

B. Correspondence

There was no correspondence.

C. Public Comments

There were no public comments.

3 Approval of Minutes

92-58 BILL LAWRENCE MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES REGULAR MEETING OF NOVEMBER 18, 1992 AS DISTRIBUTED; HELEN TIMM SECONDED THE MOTION. BILL LAWRENCE, HELEN TIMM, ART BLAUVELT, JEANNE CHURCH, AND DORIS FOURRE VOTED IN FAVOR OF THE MOTION; JEAN DAVIES AND CAROLYN DOBBS ABSTAINED. MOTION CARRIED.

4 Vouchers

Payroll and payroll related vouchers for November 1992 amounted to \$380,941.21.

92-59 DORIS FOURRE MOVED TO APPROVE VOUCHERS NO. 36958 THROUGH NO. 37216 FOR DECEMBER 1992 IN THE AMOUNT OF \$460,579.38; CAROLYN DOBBS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

5 Unfinished Business

There was no unfinished business.

6 New Business

A. 1992 Tax Levy

TRL has not yet received all the financial data necessary to calculate Timberland's property tax levy rate for 1993 collections. It is estimated it will be approximately 48.76 cents per \$1,000 of assessed valuation. Mr. Crose expects to receive final values by tomorrow or early next week. Once he is able to calculate the levy rate, he will notify the treasurers of the five counties of the levy rate he will recommend the board adopt at its January meeting. If it is not possible to wait until the January meeting to adopt the levy rate, it was suggested the board hold a special meeting for this purpose.

B. 1993 Budget

In September the TRL Board adopted a preliminary 1993 budget of \$7,734,323. The recommended operating budget amount for 1993 is \$9,873,768. In addition the operating budget also provides for expenditures from the following funds: Building Fund, \$2,274,317; G.O. Bond Fund, \$134,394; Vehicle Fund, \$434; Circulation System Fund, \$874,105; Unemployment Compensation Fund, \$89,290. This represents a total budget of \$13,246,308.

92-60 BILL LAWRENCE MOVED TO ADOPT RESOLUTION NO. 92-04 ESTABLISHING THE 1993 BUDGET; CAROLYN DOBBS SECONDED THE MOTION.

Mr. Crose gave a breakdown of expenditures in the Building Fund which he will provide to the board in written form. He anticipates TRL will have over \$1 million in the Building Fund by the end of 1993. He recommended closing the Vehicle Fund since TRL no longer purchases its vehicles through this fund. He also recommended phasing out timber tax revenue line items over the next several years. Any timber tax revenue received would then be considered unanticipated revenue.

MOTION CARRIED UNANIMOUSLY.

C. Contract between Timberland Regional Library and the Timberland Regional Library Staff Association

Negotiations between TRL and the TRL Staff Association were held on Health and Welfare/Retirement and Wages for 1993. Per the board's recommendation, an across-the-board salary increase of 3% was offered plus an increase in medical, dental and vision allowances to cover the increases in premiums. The package negotiated is being voted on by the Staff Association membership.

92-61 CAROLYN DOBBS MOVED TO ACCEPT AND RATIFY THE AGREEMENT REACHED BETWEEN NEGOTIATORS FOR TIMBERLAND REGIONAL LIBRARY AND THE TIMBERLAND REGIONAL LIBRARY STAFF ASSOCIATION AS NEGOTIATED. THIS ACCEPTANCE AND RATIFICATION IS CONTINGENT UPON SIMILAR ACCEPTANCE AND RATIFICATION BY THE TIMBERLAND REGIONAL LIBRARY STAFF ASSOCIATION. UPON WRITTEN NOTICE OF SUCH ACCEPTANCE AND RATIFICATION BY THE TIMBERLAND REGIONAL LIBRARY STAFF ASSOCIATION, THE BOARD PRESIDENT AND THE ACTING DIRECTOR ARE HEREBY AUTHORIZED TO EXECUTE THE AGREED UPON COLLECTIVE BARGAINING AGREEMENT ON BEHALF OF TIMBERLAND REGIONAL LIBRARY. BILL LAWRENCE SECONDED THE MOTION.

6C Ms. Bergman, President of the Staff Association, advised the board that out of approximately 100 total membership, 74 votes have been received and counted, of which 73 votes are yes and 1 vote is no. She commented that a few of the yes votes had notations that staff voted yes under protest. One of the concerns of Staff Association members is health insurance coverage for dependents. Ms. Bergman said the Staff Association has attempted to negotiate for the past two years an increase in the longevity pay, but has been told by administration that the TRL Board does not support such an increase. She reviewed the history of when the board instituted longevity pay prior to 1970 of \$10/month for 10 years of service, \$15/month for 15 years of service, and \$20/month for 20 years of service. After 22 years, the longevity pay remains the same. The Staff Association has suggested the longevity pay be increased to \$30/month for 10 years of service, \$45/month for 15 years of service, and \$60/month for 20 years of service, which would be in line with the Consumer Price Index which has increased more than three times since 1970. The Staff Association requests an explanation from the board of its reasons for not supporting an increase in longevity pay. Ms. Bergman distributed a statement of the Staff Association's reasons for requesting longevity pay increases.

MOTION CARRIED UNANIMOUSLY.

D. 1993 salaries for staff not represented by the Staff Association

In accordance with the TRL Board's operating policies, the salaries for staff not represented by the Staff Association should be reviewed/adjusted effective January 1, 1993.

92-62 DORIS FOURRE MOVED TO GRANT, EFFECTIVE JANUARY 1, 1993, A 3% SALARY INCREASE TO STAFF NOT REPRESENTED BY THE STAFF ASSOCIATION (EXCLUDING THE ACTING DIRECTOR), PLUS THE PAYMENT BY EMPLOYER OF THE PREMIUM AMOUNTS FOR THE EMPLOYEE'S HEALTH AND HOSPITALIZATION, DENTAL, VISION, AND LIFE INSURANCE, PLUS A CONTINUATION OF EXISTING BENEFITS. ART BLAUVELT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

E. Medical insurance coverage for domestic partners

The Staff Association has expressed continued interest in finding a medical insurance carrier that accepts domestic partners as eligible dependents. To date, TRL has not been able to find a private carrier that provides such coverage. It is recommended the TRL Board consider a policy statement supporting this concept. Several board members indicated their support provided a private carrier could be found that would provide this type of coverage and such coverage be equitable to what staff currently receive. It was noted that King County and the City of Seattle provide such coverage because they are self insured. The cost for TRL to be self insured would be prohibitive.

F. Non-resident borrower fee for 1993

Since the total property taxes and city contract fees to be collected in 1993 are as yet undetermined, and the annual non-resident fee is based on this information, it is not yet possible to set the 1993 non-resident borrower fee.

6 G. Adoption of meeting schedule for 1993

92-63 BILL LAWRENCE MOVED TO ADOPT THE FOLLOWING BOARD MEETING SCHEDULE FOR 1993: JAN. 27, SERVICE CENTER; FEB. 24, CENTRALIA; MAR. 24, SOUTH BEND; APR. 28, SERVICE CENTER; MAY 26, MCCLEARY; JUNE 16, TENINO; JULY 28, SERVICE CENTER; AUG. 25, NORTH MASON; SEPT. 22, ILWACO; OCT. 27, SERVICE CENTER; NOV. 17, ABERDEEN; DEC. 29, SERVICE CENTER, SUBJECT TO CHANGE. HELEN TIMM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

H. Election of officers for 1993

Ms. Gorsuch presented to Ms. Davies an album of pictures highlighting TRL events in recognition of her service the past year as President of the board.

92-64 CAROLYN DOBBS MOVED TO ELECT JEAN DAVIES TO SERVE A SECOND TERM AS TRL BOARD PRESIDENT IN 1993; JEANNE CHURCH SECONDED THE MOTIION. MOTION CARRIED UNANIMOUSLY.

92-65 HELEN TIMM MOVED TO ELECT BILL LAWRENCE TO SERVE A SECOND TERM AS TRL BOARD VICE-PRESIDENT IN 1993; JEAN DAVIES SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

7 Reports

A. Acting Director

Mr. Crose presented the November 1992 Revenues and Expenditures report. He will present a year-end report at the January meeting. Mr. Crose also presented, as the board previously requested, a draft of a position description of his new position as Associate Director, which will become effective when the new Director begins with TRL.

B. Director Search Committee

Mr. Blauvelt reported the Search Committee will meet on January 6, at 4 p.m., at the Service Center to review the five finalists for Director. He expects the Search Committee will be able to make a recommendation to the TRL Board shortly after January 6. There was discussion of the Management Council's role in this recommendation and it was pointed out that the Management Council met with all five candidates and each council member had an opportunity to submit an evaluation form on each candidate. In addition, staff and the public have had the same opportunity to submit evaluation forms. These evaluation forms are being analyzed by Search Committee members.


8 Other Agenda Items

Mr. Blauvelt presented Mr. Crose with a gift in recognition of his past year of service as Acting Director.

There was no further business and the meeting adjourned at 8:40 p.m.



President



Secretary