

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Tenino School Board Meeting Room
301 Old Highway 99 North, Tenino, WA

June 16, 1993

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M I N U T E S

BOARD MEMBERS PRESENT: Art Blauvelt, President Pro Tem; Jeanne Church; Carolyn Dobbs; Doris Fourre

BOARD MEMBERS EXCUSED: Jean Davies; Bill Lawrence; Helen Timm

STAFF PRESENT: Liane Bascou; Mike Crose; Margo Eyttinge; Carol Gorsuch; Faith Hagenhofer; Thelma Kruse; Dianne Loomis; Mary Ann Shaffer; Bob Stalder; Leslie Taggesell

GUESTS PRESENT: Mr. & Mrs. Clifton Kruse; Betty Ivey, Karol Jump, and Arnold Miller, Tenino Library Board

President Pro Tem Blauvelt called the meeting to order at 7:40 p.m.

AGENDA ITEM

NO.

1 Introductions

Introductions were made.

2 Correspondence and Public Comments

Ms. Ivey reported the Tenino Board is going to establish a library remodeling fund. They hope to have the library expanded out to within four feet of the street. The extra space will provide more room for children's programs and a meeting room. The board is in the process of pursuing grant funds as well as community fund raising activities.

3 Approval of Minutes

93-19 CAROLYN DOBBS MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES MEETING OF MAY 26, 1993, AS DISTRIBUTED; JEANNE CHURCH SECONDED THE MOTION. CAROLYN DOBBS, JEANNE CHURCH, AND DORIS FOURRE VOTED IN FAVOR OF THE MOTION; ART BLAUVELT ABSTAINED. MOTION CARRIED.

4 Vouchers

Payroll and payroll related vouchers for May 1993 amounted to \$396,054.02.

93-20 DORIS FOURRE MOVED TO APPROVE VOUCHERS NO. 38275 THROUGH NO. 38482 FOR JUNE 1993 IN THE AMOUNT OF \$170,229.39. CAROLYN DOBBS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

5 Unfinished Business

There was no unfinished business.

6 New Business

A. Board Resignation

Ms. Church announced she is resigning as a trustee effective July 1, 1993, because she is moving to Wyoming. She expressed her appreciation for the opportunity to serve on the board and said it has been an honor. She has learned a great deal and hopefully has made a contribution. She recommended it as a good experience. Ms. Church said the board is a strong working board. The personalities of the members are different, and each member has unique talents to contribute. She has contacted the Lewis County Commissioners regarding her resignation. She, Ms. Kruse and Mr. Lawrence met with the County Clerk, Donna Karvia, and provided Ms. Karvia with some background information. The commissioners will place an ad in the newspaper. Ms. Kruse added she has drafted a letter to the commissioners. She has already received several inquiries for the position.

7 Reports

A. Director

Ms. Kruse reported she is continuing her visits to the TRL libraries. She has also attended several functions, including the Twin Cities Chamber of Commerce meeting in Chehalis, the Raymond Board meeting, and meeting of the Elma Friends.

Mr. Crose reported he just received the financial information from Thurston County so he was unable to complete the May 1993 Revenues and Expenditures report in time for this meeting. It will be mailed to the board on Friday.

Ms. Kruse announced the new Chair of the Management Council is Margo Eyttinge. Ms. Eyttinge reported that the Management Council spent the morning of its June meeting with representatives from The Effectiveness Institute in preparation for the customer service training which will be provided to the staff in September. The training will be done in clusters. The council discussed retrieval and a committee was established to set up guidelines for retrieval of long overdue items. Another issue discussed was break/lunch reimbursement, and a committee was established to draft guidelines. The next step of the new Performance Appraisal System will be reviewed at the council's July meeting. Ms. Eyttinge announced the TRL picnic is scheduled on Sunday, August 1, at Long Beach, directly in front of the boardwalk, 10 a.m.-4 p.m. The City of Long Beach is providing a large tent and a volleyball net, and there will be door prizes available. Donations to help defray the costs will be accepted. Current and former staff, board members, Friends, and volunteers are invited. The Management Council set the 1994 All Staff Days on May 18 and October 12.

Ms. Kruse reported that the Oakville City Council voted on Wednesday to approve the move of the library into a building where city hall and the court system are located. This will double the size of the library to about 900 square feet. Ms. Shaffer added the building will be handicapped accessible. The Friends plan to purchase a \$2,000 circulation desk.

Ms. Shaffer announced that after interviews with three candidates for the Lacey Community Library Coordinator position, Mary Strohl from Sacramento, California, was hired. She will begin work on July 19. Ms. Shaffer commended Bob Stalder on the excellent job he is doing as an interim coordinator.

7A Ms. Kruse said the Elma Friends have raised about \$70,000 for the city's new library. It has been suggested that the levy which the voters passed be reduced by that amount and a 5,000 rather than a 6,000 square foot building be built. The Friends are not willing to contribute their funds toward a smaller library and are planning to appear before the city council to convince them of the need for a larger building and what the extra \$70,000 from the Friends can provide. Mr. Crose will be attending the meeting as a resource person. Mr. Blauvelt added that since he cannot attend the council meeting, he has asked Jerri Ferrier to advocate the larger building on his behalf.

Mr. Crose reported that the Salkum library's 5,000 square foot remodeling project is about one-third completed. He expects completion in early August.

Mr. Crose said the Service Center interior remodeling project should begin in mid July. Service Center staff will continue to work as much as possible while the remodeling is taking place. There will be major changes to the interior at a cost of about \$450,000. The roof was completed this week. Ms. Fourre asked about the lease of the port property on which the Service Center is sited and expressed concern about the cost of the remodeling project. Mr. Crose responded that there are three years left on the current lease and that there is money available in the budget for the remodeling. The investment in the remodeling will make the building considerably more valuable. He added that because the building was built with federal funds, it will take an act of Congress to sell it.

Mr. Stalder provided some statistics for this year's summer reading program "Discover Planet Earth Read!". Several libraries have already signed up more than half of last year's total. If this rate continues, this year's program will set a new record.

Ms. Dobbs noted several large increases in the May 1993 circulation report. Pacific County has particularly high increases. Some factors may be the increase in tourists on the Peninsula and the increased space in the Ilwaco library. Ms. Kruse added that Sally Nash, Community Librarian for Ilwaco and Ocean Park, does a good job of marketing the materials. Ms. Hagenhofer said the 41% increase at Yelm is due to the large number of people moving into the area. People from Pierce County also use the Yelm library.

There was no further business and the meeting adjourned at 8:20 p.m.

Jean E. Davies
President

Theresa Kruse
Secretary