

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
Amanda Park Timberland Library, 6118 U.S. Highway 101, Amanda Park, WA

May 22, 1996

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Amanda Park Timberland Library, 6118 U.S. Highway 101, Amanda Park, WA

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M I N U T E S

BOARD MEMBERS PRESENT: Janelle Williams, Vice-President; Art Blauvelt; Jean Davies; Carolyn Dobbs; Bill Lawrence; Amory Peck

BOARD MEMBER EXCUSED: Helen Timm

STAFF PRESENT: Liane Bascou; Kathy Clayton; Judy Covell; Gwen Culp; Carol Gorsuch; Cheryl Heywood; Thelma Kruse; Jim Morgan; Christine Peck; Tina Roose

GUESTS PRESENT: Mike Crose; Chris Osborn

Prior to the regular meeting, a reception was held at which Clint Pehrson, architect of the Amanda Park Timberland Library, presented framed copies of three prestigious awards given over the past four years for excellence in the building design. The awards are now on display at the Amanda Park library. Vice-President Williams called the regular meeting to order at 7:15 p.m.

AGENDA ITEM

NO.

- 1 Introductions were made. Judy Covell introduced Cheryl Heywood, who recently joined the TRL staff as Collection Development Specialist. Ms. Heywood worked for the past eight years for a library system in Montreal, Canada. She will be selecting adult fiction and audio-visual materials and eventually will branch out into coordinating adult book discussion groups.

- 2 Correspondence and Public Comments

There was no correspondence or public comments.

- 3 Approval of Minutes

96-19 ART BLAUVELT MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES MEETING OF APRIL 24, 1996, AS DISTRIBUTED; JEAN DAVIES SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- 4 Vouchers

Payroll and payroll-related vouchers for April 1996 amounted to \$540,225.28.

96-20 CAROLYN DOBBS MOVED TO APPROVE VOUCHERS NO. 46524 THROUGH NO. 46767 FOR MAY 1996 IN THE AMOUNT OF \$291,921.27; ART BLAUVELT SECONDED THE MOTION.

Mr. Morgan noted the following vouchers: #46671 (\$11,137.88) for computer equipment; #46672 (\$19,358.43) for a replacement vehicle for Lewis County. Ms. Culp explained #46711 (\$8,857.27) is for major projects at the Service Center and Shelton library. The City of Shelton moved the circulation desk and made changes to the front doors and restrooms to meet ADA requirements. Moving the circulation desk gave TRL an opportunity to do some rewiring. Rewiring was also done at the Service Center to accommodate additional staff and changes in the interlibrary loan department as well as clean up the old wiring.

MOTION CARRIED UNANIMOUSLY.

5 Unfinished Business

There was no unfinished business.

6 New Business

A. Declaration of Surplus Property

As part of the North Mason library expansion, TRL purchased the property adjacent to the library property. On this property are a house and a detached garage which must be removed before construction on the new library begins.

96-21 AMORY PECK MOVED TO DECLARE AS SURPLUS THE HOUSE AND GARAGE LOCATED AT NE 23141 HWY. 3, BELFAIR WA 98528; BILL LAWRENCE SECONDED THE MOTION.

Mr. Morgan said it will be most advantageous to TRL if we can find someone who is willing to move the house and garage off this property. Otherwise, it will be costly to TRL to have to demolish the house. Since the availability of the house and garage has been mentioned in newspaper articles, TRL has already received several inquiries.

MOTION CARRIED UNANIMOUSLY.

7 Reports

A. Focus on Amanda Park

Ms. Clayton said she has just finished her first year as the Amanda Park library supervisor. Both she and her assistant, Karen Creviston, feel well cared for by TRL as does the community. The community is in transition. An action group has organized, which meets at the library, to discuss ways to preserve the community and help people stay there until other industries take the place of the area's dying timber industry. There was discussion of incorporating Amanda Park, Neilton and Quinault, but the population is not large enough. Another group meeting at the library is Handlifters for Academics, of which Ms. Creviston is a member. They write grants to help raise the standards of the schools, recognize teachers and do fund raising to help the teachers with their special needs. Ms. Clayton still has her teaching certificate and is offering tutoring in the library this summer. The Amanda Park Friends help support programs in the library. The Friends raised funds for a display case for the library which is currently displaying the work of Chris Osborn. Ms. Clayton related ways that the patrons use the Internet: Ascertain the river level to determine whether or not they will go fishing; a woman found her brother she had not seen in many years which resulted in a family reunion; Kathleen Thompson, an author, has a residence in the area and uses the library to do her research. Ms. Thompson told staff she has better service at the Amanda Park library than she finds in Chicago, and she wanted the board to know how much she appreciates the TRL system.

Mr. Lawrence suggested the stream which runs along the library be cleaned of the algae and perhaps be filled in with gravel. He recalled the initial plans for the library called for a welcome figure at the front of the library. He suggested there may be Native Americans who might be interested in furnishing the wood and doing a carving. Perhaps the Friends could raise funds for this purpose. Ms. Dobbs recalled a path was going to be put in between the library and the school so the children would not have to walk on the highway. Ms. Clayton said the school does not allow children to come to the library from

7A school unless accompanied by an adult or older child. The children are also limited from using the library because of the library's hours. Some teachers have changed their class schedules so they can bring the children in the afternoon. Although the school population is down, library use is increasing.

B. Foundation Start-up Committee

Mr. Blauvelt reported this committee has met once since the last board meeting. The committee has reviewed the first draft of the Articles of Incorporation and Bylaws. A second draft will be distributed to committee members this week. Mr. Lawrence suggested the committee review the foundation Mission Statement. His reaction is that the statement is not focused enough and is too heavily borrowed from TRL's Mission Statement. The committee's next meeting is June 10.

C. Partnership Program Administrative Guidelines Committee

Ms. Kruse reported the committee has not had an opportunity to meet since the last board meeting. One of the issues the committee is wrestling with is the range of sizes of libraries in the district. They are considering various formulas and approaches. Amory Peck expressed concern with Tenino's plan to submit an application. Ms. Kruse expects that application to be on the board's June agenda and hopes the committee will have a recommendation by that time.

D. Long Range Plan Progress Report

Ms. Kruse submitted a Long Range Plan progress report which lists the tasks and the progress on each task. She is pleased to see how much has been accomplished by staff. Also included for the board was Ms. Kruse's goals and objectives progress report which is part of her evaluation procedure.

E. Director

Mr. Morgan presented the April 1996 Revenues and Expenditures report. Ms. Kruse reported that she and Mr. Morgan met with the Washington Library Association lobbyist, Steve Duncan, and several library directors regarding property tax legislation. During the legislative session, Mr. Morgan did some work on the effect proposed bills would have on library districts. He distributed copies of tables and charts covering the years 1988-1995 which were prepared by a revenue analyst. Because of the various things which have been happening the past few years with libraries, such as annexations, the charts indicate that libraries are increasing in property tax collections at a higher percentage than other taxing districts. In fact, with the 106% limitation, libraries cannot do anything differently than other taxing districts. Mr. Morgan has met with Mr. Duncan and the revenue analyst. Unfortunately these tables and charts had a wide distribution in January, including the legislators. He hopes the analyst will either adjust the numbers taking these factors into consideration or will provide an explanation in a footnote as to why the comparison of libraries with other taxing districts is not a true picture. Ms. Kruse said there is a lot of work going on now among the lobbyist and library directors in preparation for the next legislative session. She commended Mr. Morgan's excellent work on the legislative sub-committee. The Management Council has been working on the 1997 budget, the 1996 Long Range Implementation Plan, and the implementation of 1997 Long Range Plan tasks. Local board and commission meetings: Ms. Kruse has attended meetings at 22 libraries, 4 County Commissions, and several City Councils at which she is presenting the Long Range Plan and the State of the Library report. Summer Reading Program: Ms. Gorsuch said she tries to keep publicity fresh every year. TRL is using the statewide theme "Get a Clue at the

7E Library" and purchased for a small fee the artwork developed by Fort Vancouver Regional Library. TRL and Tacoma Public Library shared the cost of book bags, which staff will take to the schools as handouts. A program guide, buttons, bookmarks, certificates, coloring sheets, and reading lists are also available. This year both King County Library and Seattle Public Library are copying TRL's program guide idea. Home Pages: Ms. Culp said TRL has received several requests from groups to have home pages on TRL's Internet. TRL is linking with community, state and county information that we know is available. The administrative team has discussed the idea and feels it would be appropriate to provide limited space to non-profit groups, particularly cities, counties, and Friends organizations in TRL's area. TRL has plenty of space and processing power on its server. TRL would not design or support the home pages, but just provide the space. Ms. Culp suggested there be some guidelines established. We would need to make sure we maintain the security of our server. Ms. Dobbs recommended the TRL Board consider a policy which may include priorities of who would be allowed space, a requirement to keep the pages up to date, allowing Friends groups to advertise their book sales. Board members Dobbs, Peck, and Davies will work with administrative staff to develop a home page policy for the board's consideration. Youth Program - Tumwater: Because of the recent Internet controversy at the Tumwater library, staff there have been thinking of ways to be more proactive. This week the new youth librarian at Lacey, Debbie Gitlitz, began spending afternoons at the Tumwater library to provide additional help to young adults. Some ideas staff are considering is having teen Internet guides who will help people look up various Internet sites (calling them Web Weavers), have teens and senior citizens work together in partnership and greet people at the door, work with an organization "United for Families." The objective is to find constructive ways to help young adults and use it as a pilot project which may also work in other libraries. Ms. Roose attended an intense two-week Cascade Public Executive Program in April. She presented the board with a copy of the course content and a list of public executives who attended. She volunteered to be video taped in a media exercise in which she was interviewed about pornography on the Internet. She will receive a copy of the tape which can be used as a training tool. She has already used much of what she has learned. Building Projects: TRL has made an offer for property for the Hoodsport library and is waiting for a response. An appraisal has been done which supports the range within which we are negotiating. TRL's attorney drafted the offer. Incorporated into the offer are assurances that we can place a septic system there, use the water, and that the board has final approval. Mr. Morgan is working with a building moving company to move the North Mason building to the Hoodsport site. He has tentative approval for using a piece of property in Belfair on the canal where the building can be placed on a barge. He is looking for a site in Hoodsport to unload the building. The North Mason project is progressing. The committee is meeting weekly. The cost came in higher than budgeted. The architects are making cost savings where possible, such as changes in the materials used, but still good quality and an exciting design. Ms. Kruse and Ms. Timm have reviewed the revised budget and it is not out of line with what is happening with other buildings. A preliminary report from the public involvement consultant regarding a new Olympia library has been received. People are still talking about the need for a west side library. TRL as a district needs to do something on the west side, whether it be book drops or a kiosk. There needs to be an educational campaign so people understand the advantages of one Olympia library rather than two libraries. The capital facilities challenge means an election cannot be held until 1997. Tenino will proceed with its expansion project which should be completed this fall. The April 1996 Statistics were presented.

8 Other Agenda Items

A. Services to Native American Community

Ms. Dobbs said a graduate student at TESC is doing a thesis on Native American children, literature and services to the Native American community. The student is considering TRL as a case study and Ms. Dobbs would like to invite her to the TRL Board's July meeting to present her work and recommendations. This was agreeable to the board.

B. TRL Annual Picnic

Chris Peck announced that since the only date available at a Grays Harbor County park for the TRL annual picnic falls on the same day as a TRL Mariners game day, it was decided not to have a picnic in 1996. Over 60 staff are planning to attend the Mariners game on June 30. Anyone else interested may contact Carol Johnson at the Centralia library.


C. Conference Reports


Mr. Lawrence commented that he finds the conference reports from staff very interesting and worthwhile. He encourages staff to continue writing these reports.

D. WLA Conference

Ms. Davies reported she enjoyed the WLA conference in Bellevue. She said there was a lot of discussion at the conference on intellectual freedom. Ms. Dobbs went on the Microsoft tour and recommended this might be a good field trip for TRL staff and board. She heard a young author who she recommended may be a good speaker for All Staff Day.

There was no further business and the meeting adjourned at 9:00 p.m.

  
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President

  
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Secretary