

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

November 19, 1997

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MINUTES

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

STAFF PRESENT: Liane Bascou; Ginny Burns; Margaret Epting; Jamie Jenson; Lorrie Kovell; Thelma Kruse; Kristine Mahood; Ted Nash; Tina Roose; Carol Saynisch; Sandra Sebbas; Barbara Winfree

GUESTS PRESENT: Duane King

President Williams called the regular meeting to order at 7:05 p.m.

AGENDA ITEM

NO.

- 1 Introductions were made.
- 2 Correspondence and Public Comments
 - A. Certificates of Appreciation

Certificates of Appreciation were presented for Dalia Hagan and Lloyd Newman, Olympia, and Liz Taylor, Tenino, who have completed terms on their respective local library boards.

President Williams suspended the order of business and moved to Agenda Item No. 4A

- 4 Unfinished Business
 - A. 1998 Budget Hearing

With the passage of Referendum 47, Timberland Regional Library will have to approve an additional resolution approving a 1.9% increase in the levy. The board passed a 5.5% preliminary budget at the October meeting. Both resolutions are necessary under Referendum 47 and will be considered at the December 17, 1997 board meeting. Ms. Williams announced the 1998 budget hearing. No one came forward to comment on the budget. The board agreed to recess the public hearing and reconvene the regular meeting.

- 5 New Business
 - A. Signature Authorization on Timberland Accounts

It is necessary to add the Business Manager Margaret Epting for signature authority on Timberland Regional Library's U.S. Bank accounts. Other signatories are Thelma Kruse and Tina Roose.

97-40 BILL LAWRENCE MOVED TO AUTHORIZE SIGNATURE AUTHORITY FOR BUSINESS MANAGER MARGARET EPTING ON U.S. BANK ACCOUNTS; PEGGY MEYER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

2 B. Public Comments

There were no public comments.

C. Board Comments

Mr. Blauvelt said the new mayor of McCleary, who will be taking office in January, contacted him about the possibility of moving the present location of the McCleary library which shares a building with other city offices. The police department is moving which would provide an additional 500 square feet for the library. Mr. Blauvelt referred the gentleman to Thelma Kruse, Gwen Culp and Sandra Sebbas. The two women from Rochester who were present at last month's TRL Board meeting have contacted Ms. Peck indicating they are anxious to meet with TRL officials.

D. Correspondence

Ms. Kruse referred to the November 14, 1997 letter from Marjorie Beard, Secretary of the Ilwaco Library Board. The letter is in response to concerns expressed by Ms. Kruse, particularly asbestos removal in the remodeling of the Ilwaco library. It is expected that this project will be completed early next year.

3 Approval of Minutes

97-41 ART BLAUVELT MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES REGULAR MEETING OF OCTOBER 22, 1997; AMORY PECK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

6 Reports

A. Ethics Committee

The Ethics Committee met on November 3. Staff will continue to make revisions to the drafts of the two documents regarding Code of Ethics-Conflict of Interest and Use of Timberland Regional Library Resources and bring back to the committee. Once the committee has completed its work, Ms. Kruse will schedule a work session for the entire TRL Board to discuss the drafts before they come before the board for approval.

B. Poets in Person Update

Lorrie Kovell, Tumwater Reference Librarian, and Joanne Riley, Aberdeen Youth Services Librarian, applied for and received a Poets in Person grant from the National Endowment for the Humanities. Ms. Kovell said the goals of the program are to increase awareness of modern poetry among TRL's patrons, help patrons find a place for poetry in their lives, and to create programming for young adults. The first program was held at the Tumwater library in October. There were five programs with about 30 participants at each session, including a mix of high school students and adults. Evaluations received were positive. With the grant, TRL has added 56 volumes of poetry to the collection as well as 31 audio sets of the series. KAOS Radio 89.5 FM is currently running the series on Monday afternoons at 12:30. The next program will be held at the Aberdeen library and eventually programs will be scheduled in Lewis, Mason and Pacific counties.

6 C. Young Adult Programs

Kristine Mahood, Youth Services Librarian with young adult emphasis, has been visiting the TRL libraries and middle and high schools throughout the district for the past six months. She has been accompanied by either the building head or the Youth Services Librarian for the area visited. At the schools they talk about applying for library cards and do book talks. They have been reaching several hundred students during these visits to the schools and she has also had the opportunity to meet teachers and share ideas. One of the programs Ms. Mahood has been doing is called "Sounds Weird, I'll Read It." Her next program in the spring is titled "It Came From the Public Library." She is also involved in a district project of creating bookmarks and annotated book lists on various topics of both fiction and nonfiction. Ms. Mahood and Sally Nash, Tumwater Community Librarian, presented a workshop at the October All Staff Day on working with young adults. At the youth services clusters in December there will be a workshop on readers advisory. The Public Internet Education Committee has been working on training young adults to be tutors on Internet in the libraries. Projects at the Tumwater library include redesigning the young adult area, teacher led class visits Thursday mornings before the library opens, holding book talks in the young adult area rather than in the meeting room for a more casual atmosphere, and offering a book talk club. The Olympia Library Teen Advisory Group (OLTAG) which started several years ago is still going strong. Some of the activities of this group include suggestions of materials for purchase, designing a teen web page, and a book review club. Mr. Lawrence said there are organized home schoolers which would benefit greatly by contact from Ms. Mahood. He suggested she contact the coordinator at the Centralia College who handles Lewis County home schoolers.

D. Foundation

Ms. Sebbas announced that there are now 15 members on the Timberland Regional Library Foundation Board, the minimum required. In addition to Janelle Williams and Bill Lawrence, who are TRL Board representatives, other members include Helen Hepp and Lynn Gloré from Grays Harbor County; Robert O'Neil, Debbie Day and Margery Cearley from Lewis County; Jane Gruver from Mason County; Lloyd Lougheed, Tony Kischner, George Hammond and Jean Shaudy from Pacific County; and Beatrice Miles, John Inverso and Arlene Gardner from Thurston County. In addition Laurel Tiller of Centralia has agreed to act as legal advisor. The first meeting of the new board is planned for January.

E. Director - Thelma Kruse

Payroll and payroll related vouchers for October 1997 amounted to \$616,926.54.

97-42 CAROLYN DOBBS MOVED TO APPROVE VOUCHERS NO. 51583 THROUGH NO. 51915 FOR NOVEMBER 1997 IN THE AMOUNT OF \$921,363.63; JEAN DAVIES SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

The October 1997 Revenues and Expenditures report was presented. Ms. Kovell reported on the teacher led class visits to the Tumwater library. The Tumwater High School is being remodeled. Its library has been compressed into a small room and half of the collection is in storage. To help alleviate the problems students are having with using a library, TRL has agreed to open the Tumwater library 8-10 a.m. on Thursdays so teachers can make appointments to bring classes in. There are some TRL staff on hand to check out materials, process library cards, and answer questions. Tumwater staff are readjusting their hours so

6E there is little additional cost to TRL. Ms. Kovell said these class visits have helped improve communication with teachers who are beginning to give the library better notice of projects assigned to the students so staff can pull materials in from around the district. Building Projects: Ted Nash reported on the project to build an annex to the TRL Service Center. The storage area is shared by several departments and we have outgrown the space. There are also safety issues. For example, several months ago shelves fell over in the storage area. Former Business Manager Jim Morgan had someone come in and assess the situation and we have followed the recommendations to make the area safer. The shelves have been anchored. Jamie Jenson added her concerns. She supervises the collection maintenance area in storage and has several volunteers who work in the area that collapsed. There is so much material stored in this area that it is difficult to do any planning. Mr. Nash said that once the annex is built, the whole storage area can be reconfigured. The maintenance department will be moved to the annex. We will also be able to discontinue the rental storage. The annex will be a 40' X 96' metal building (3,840 square feet) and will be located at the back of the Service Center. There are several requirements that will have to be met such as widening the driveway and putting in a fire hydrant. Staff have met with the City of Tumwater and the Port of Olympia. The Port is assisting us with the FAA permit which is required because of the Service Center's proximity to the airport. The cost of this annex is included in the 1997 capital budget. There have been several meetings regarding Lacey Space Planning. We are working with Mark Nelson to keep the essential elements but reduce the costs to a more manageable amount. The major part of the project is getting the computer stations in. The North Mason library is progressing. The parking lot has been asphalted and the furniture and shelving are on order and scheduled to be installed the second week of January. Duane King, who is an Olympia Library Board member and who served on the Olympia Library Advisory Committee, spoke about the Olympia bond issue and the work that has gone on for several years to get a new library built. The Olympia Friends of the Library contributed \$33,000 to the library campaign for the two bond issues. The bond issues were also supported and endorsed by several organizations. Hundreds of people were involved in the campaign. TRL sent out fact sheets. The campaign committee sent out several mailings. There was extensive doorbelling as well as yard signs. Yet with all this work, and the fact that Olympia has one of the highest rates of library users nationally, is an extremely literate community, and home to a strong liberal arts college, both bond issues failed. Reactions he has heard is why should Olympia residents build a library that residents outside the city limits use, why isn't TRL contributing more, why not a larger portion of private donations, plus the fact that people are tired of paying more taxes no matter what it is for. At a City of Olympia budget meeting last evening, Mr. King said the city has not allocated any funds for a new library in 1998, including no repairs of the current facility or purchase of a site. Mr. King predicted it will be another decade before a new library will be built in Olympia. The City of Yelm approved the submission of a block grant for a new library. TRL staff, Yelm city staff and Yelm Friends quickly worked against a short deadline and the application has been submitted.

Ms. Williams asked if anyone wished to comment on the 1998 budget. Since there was no response, she did not reopen the public hearing. There was no further business and the meeting adjourned at 9:05 p.m.



President



Secretary