

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
North Mason Timberland Library, 23081 NE State Rt. 3, Belfair, WA 98528

March 25, 1998

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MINUTES

BOARD MEMBERS PRESENT: Peggy Meyer, Vice-President; Art Blauvelt; Bill Lawrence; Amory Peck

BOARD MEMBERS EXCUSED: Carolyn Dobbs; Jean Davies; Janelle Williams

GUESTS PRESENT: Ken Bragg; Patsy Brown; Elaine Campbell; Alice Harris; Don Hewitt; Duane King

STAFF PRESENT: Bette Anderson; Liane Bascou; Jinny Burns; Dee D'Haem; Margaret Epting; Cheryl Heywood; Victoria Rexford; Tina Roose; Carol Saynisch; Kitty Schiltz; Sandra Sebbas

Vice-President Meyer called the meeting to order at 7:05 p.m.

AGENDA ITEM

NO.

1 Introductions were made. The new Regional Library Manager at Olympia Bette Anderson was introduced. Ms. Anderson's previous experience includes director of libraries in New Hampshire and Oregon. Dee D'Haem was introduced. She began working for TRL in Hoquiam and Amanda Park, then received her Master in Library Science degree and was recently appointed as Librarian I at North Mason.

2 Correspondence and Public Comments

A. Public Comments

Mr. Bragg made comments regarding TRL's library space policy and his recommendation that TRL treat unincorporated areas and cities alike when planning and providing library space. A copy of his comments is attached to the original of these minutes. Responding to Mr. Bragg's comment that Thurston County provides half of TRL's property tax revenue and that TRL spends most of its building money elsewhere, Mr. Blauvelt said that the libraries TRL builds in unincorporated areas are built with timber revenues. These timber revenues mostly come from counties other than Thurston County and he doubts that any timber revenue comes from within city limits. He does not wish to leave the impression that citizens in Thurston County are building libraries in unincorporated areas. Mr. King referred to Pierce County Library's successful building campaign to build several facilities in that county with a county-wide vote. When he was campaigning for the Olympia library bond issue, two out of three people using the Olympia library told him they could not vote on the issue because they did not live in the Olympia School District. He said this is a serious issue with the citizens of Olympia and Thurston County.

On behalf of the North Mason Friends and citizens of Mason County, Ms. Campbell thanked the TRL Board for the new North Mason Library. She thanked the building committee and particularly North Mason Librarian Victoria Rexford who spent many hours taking care of the many details.

B. Board Comments

There were no board comments.

2 C. Correspondence

There was no correspondence.

3 Approval of Minutes

98-10 ART BLAUVELT MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES REGULAR MEETING OF FEBRUARY 25, 1998, AS DISTRIBUTED; AMORY PECK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4 Unfinished Business

There was no unfinished business.

5 New Business

A. Focus on North Mason

Ms. Schiltz said that the Friends of the North Mason Library have been supporting this library from the old to the new. She doesn't think we would have this nice new facility without the Friends. She introduced Victoria Rexford. Ms. Rexford said many people worked long and hard on the new library project including the North Mason Friends, North Mason staff and Service Center staff, and the building committee. There were some factors which had a very positive impact on this building. About half way into the project, the decision was made to hire Neil Warner as Clerk of the Works for TRL. Business Manager Margaret Epting was hired when we were about one-third of the way into construction and had to deal almost immediately with a complicated project to make sure TRL got what it was paying for. Ms. Harris thanked the TRL Board for its foresight in getting this building built. She was on the building committee for the previous library which was barged to Hoodspout. The property the North Mason Library is built on was paid for by the North Mason Friends through plant and book sales. The Friends purchased eight acres and offered it to TRL. At that time Shelton was not part of TRL and the only library in Mason County was at North Mason in addition to bookmobile service.

B. Personal Services Contract for Legal Services

The contract with Craig W. Hanson of Lane Powell Spears Lubersky for Personal Services under which he represents TRL is due for consideration in March. A rate of \$1,200.00 for legal fees per calendar month is proposed with any hours in excess of 132 during the term of the agreement at the attorney's established hourly rate of \$135.00. The contract for April 1997 through March 1998 had a rate of \$900.00 for legal fees per calendar month with any hours in excess of 96 during the term of the agreement at the hourly rate of \$175.00. The board was presented with a comparison of what other library districts in the state are paying for legal services and this proposed contract with Mr. Hanson is very reasonable compared to what other library districts pay.

5B

98-11

ART BLAUVELT MOVED TO RENEW THE CONTRACT WITH CRAIG W. HANSON OF LANE POWELL SPEARS LUBERSKY FOR LABOR RELATIONS, COLLECTIVE BARGAINING AND OTHER GENERAL LEGAL MATTERS EFFECTIVE APRIL 1, 1998 THROUGH MARCH 31, 1999; BILL LAWRENCE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

C. Resolution Relating to an Increase in the Authorized Advance of Travel Fund

The authorized amount of the Advance of Travel Fund (\$5,000.00) has been rendered inadequate because of the rising costs of transportation, meals and lodging. It is recommended the fund be increased to \$10,000. In order to make sure the amount in the fund is sufficient, the Board agreed to increase the fund to \$15,000.

98-12

BILL LAWRENCE MOVED TO ADOPT RESOLUTION NO. 98-03 WHICH SUPERSEDES AND REPLACES RESOLUTION NO. 92-01, DATED JULY 22, 1992, AND RELATING TO AN INCREASE IN THE AUTHORIZED ADVANCE OF TRAVEL FUND, AMENDING THE RESOLUTION TO INCREASE THE ADVANCE OF TRAVEL FUND TO FIFTEEN THOUSAND DOLLARS (\$15,000.00); ART BLAUVELT SECONDED THE MOTION AND THE AMENDMENT TO THE RESOLUTION. MOTION CARRIED UNANIMOUSLY.

D. Name TRL Libraries after Prominent Individuals

Mr. Lawrence has recommended that some of TRL's libraries or rooms in libraries be named after individuals to recognize accomplishments of people who helped build the district. He requested that a committee be formed to look into this matter further. Mr. Lawrence, Mr. Blauvelt and Ms. Peck agreed to serve on the committee.

6 Reports

A. Foundation

Ms. Sebbas reported that the Foundation Board met this week with Janelle Williams presiding as President. The focus of the meeting was to review the agreement between the foundation and TRL. The Foundation Board did approve the agreement which the TRL Board has already approved. The Foundation Board discussed the process of how it will raise funds, and decided they need more training and orientation. A committee was set up to look at the planning process and to develop a plan. The Foundation Board is particularly interested in talking with an experienced development officer from another foundation. Other discussions regarded committee memberships, defining the financial committee, type of accounting system, structure, and a marketing committee.

B. Ethics Committee

Ms. Schiltz reported the Ethics Committee met last week. They are working on drafts of two policies and should have them ready to present to the TRL Board after one or two more meetings.

6 C. Adult Programming

Ms. Heywood presented the Board with copies of the findings of a survey she conducted regarding adult programs in TRL, and a summary of what other library systems in the state are doing in adult programming. An adult programming committee will be appointed which will make a budget recommendation next year. Ms. Heywood has put together criteria for a TRL speakers bureau on the Internet so that all the libraries in TRL can have access to these speakers. She has also been working on introducing more adult programming in the libraries. Programs through the Inquiring Mind series of the Washington Commission for the Humanities are being conducted in all of TRL's libraries. Book discussion groups have been set up in several libraries. Staff are working on revising statistics we gather to better track all programs the district offers. Ms. Heywood has been working with Communications Manager Carol Saynisch so she will know the impact of publicity issues associated with adult programming.

- D. Final 1997 Long Range Plan Progress Report
- E. 1998 Long Range Plan Action Plan

The final 1997 Long Range Plan Progress Report and the 1998 Long Range Plan Action Plan documents were presented at the Board's February meeting. There was no further discussion of the documents.

F. Director

Payroll and payroll related vouchers for February 1998 amounted to \$672,602.56.

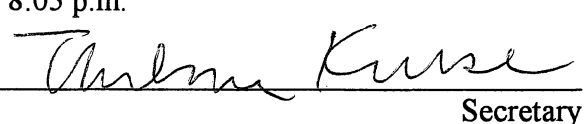
98-13

ART BLAUVELT MOVED TO APPROVE VOUCHERS NO. 52804 THROUGH NO. 53143 FOR MARCH 1998 IN THE AMOUNT OF \$422,533.23; BILL LAWRENCE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

The February 1998 Revenues and Expenditures report was presented. Building Projects: The Ilwaco library will be closing March 27 to finish the remodeling and will reopen on April 20. There will be a meeting next Wednesday with the architect, city staff and TRL staff regarding the Lacey remodeling project. The project has been postponed from May to August although the courier area may be completed in July. The City of Yelm has appointed a council member to look into the needs of the Yelm library. The Friends Forum "Friends for All Seasons and Reasons" is scheduled on March 28 at Montesano. So far 71 people have registered. Three of the TRL Board are on the program—Mr. Blauvelt will be Master of Ceremonies; Janelle Williams will talk about the Library Foundation; Jean Davies will talk about the Washington Library Friends & Trustees Association. Several attended the PLA Conference in Kansas City. Ms. Meyer said she found it a very valuable conference with good speakers and a good opportunity to share with other public libraries. Ms. Roose added that several attended the preconference on planning which she thinks will be helpful in TRL's facilities and services planning. The Longview library continues to inquire about the possibility of contracting with TRL or with the Fort Vancouver Regional Library for service. Longview is in Cowlitz County.

There was no further business and the meeting adjourned at 8:05 p.m.


President


Secretary

Comment at TRL Board of Trustees Meeting, North Mason library March 25, 1998 by Ken Bragg (360 705 3376) re TRL library space policy.

Within the 5 Counties of TRL district there are 7 cities without library service. They have neither annexed nor contracted to receive service. Residents of these cities may pay for service by paying an annual fee of \$52. It is understood a main barrier to annexing or contracting with TRL is that these small cities do not have funds to acquire library space.

Six of these cities are in Lewis County. Because they are incorporated TRL will not build them a building even if they annex or contract with TRL for service. If they hadn't incorporated they would be eligible for 100% financing of Library space just as Belfair has reaped this benefit by remaining unincorporated. All they would have to do is pay the same tax rate that annexed cities or rural areas pay.

The six cities without library service in Lewis County are Morton, Mossyrock, Napavine, PeEll, Toledo and Vader. TRL has provided library space for Randle, Salkum and Packwood—all unincorporated communities in Lewis County. However, TRL has not provided library space for any of the six cities including PeEll and will not even if PeEll joined TRL because PeEll is a city. PeEll is 27 miles from the nearest library. The distance between the Randle and Packwood libraries (both financed 100% by TRL) is less than 27 miles.

This situation in Lewis County demonstrates the unfairness of TRL library space policy. The solution is for TRL to treat unincorporated areas and cities alike by planning and providing library space throughout the 5 county library district.

At least Lewis County is in a sense better off than Thurston County. TRL has not built any libraries in Thurston County even though Thurston County provides ½ of TRL's property tax revenue. Half of Thurston County library taxes are paid by owners of property in unincorporated portions of Thurston County. These people crowd city-built library space while TRL spends most of its building money elsewhere.

A member of the Olympia library board feels so strongly about this inequity that he is advocating that Thurston county pull out of TRL!

To forestall this eventuality TRL needs to:

1. Embrace new ideas that can keep TRL viable while its district experiences much more rapid growth than previously.
2. Not be afraid to use its tax base to issue bonds to provide basic library space for all inhabitants of its district.
3. Encourage new partnerships to meet needs in affordable ways. For example, Olympia library is contemplating converting its two meeting rooms to library space for children. Yet blocks away the Olympia School District is building an elementary school with 159 extra spaces—amounting to several class rooms that won't fill up for years because Olympia School District does not adjust its school boundaries as demographics change. Another example, is Internet access. Both schools and libraries are expanding budgets in these areas without evidence that partnership is being maximized. This isn't easy. The first step is to ask why not change instead of holding to policies that have worked but may not in the future.