

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
Hoodsport Timberland Library, N. 40 Schoolhouse Hill Rd., Hoodsport, WA 98548

July 28, 1999

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MINUTES

BOARD MEMBERS PRESENT: Peggy Meyer, President; Art Blauvelt; Bill Lawrence; Janelle Williams

BOARD MEMBER EXCUSED: Jean Davies; Doug Mah;

STAFF PRESENT: Liane Bascou; Gwen Culp; Gordon Earsley; Leanne Ingle; Pamela Johnson; Corene Jones-Litteer; Thelma Kruse; Tim Mallory; Tracy Moore; Victoria Rexford; Tina Roose; Liz Stroup; Nancy Triplett; Mike Wessells; Art Wuerth

GUESTS PRESENT: Hazel Bartley; Pam Bell; Chris Bonfilio; Nadine Hamilton; Richard Hawkins; Duane King; Corinne McGrady; Sally Osselaer; Patty Williams

President Meyer called the regular meeting to order at 7:10 p.m.

AGENDA ITEM

NO.

- 1 Introductions were made.
- 2 Focus on Hoodsport/Shelton

Nancy Triplett recalled a TRL Board meeting five years ago at the Hoodsport fire hall. At that time people were dreaming of a larger library in Hoodsport. They had no clue that it would become the media event it did with the move across Hood Canal of the North Mason Library to Hoodsport. Five years ago people stood at the Internet which faced out where everyone could see the screen. The library was open 20 hours a week and the biggest goal at that point was to get the books mailed out. Preschool story times and Summer Reading Program events were held at the nearby church. Much has changed since Hoodsport moved to its new location. Ms. Triplett praised the Hoodsport Friends group who have done many things for the library, including landscaping, curtains for the windows, shelving in the storage and janitor rooms, and art work. A Friends program committee has put together a year's worth of programming. Having a meeting room in the library has been a positive change for the community and is heavily used. A couple of the Hoodsport Friends commented on the excellent Hoodsport Library staff and the good service received from Timberland.

Tim Mallory said the new William G. Reed Public Library in Shelton opened on June 12, 1989 with the grand opening on September 17, 1989. There are plans for a 10-year anniversary celebration on September 17, with several events going on during the day, culminating with several speakers and a community forum at the new Shelton Civic Center on "Libraries and Smart Communities." Mr. Mallory referred to an article in the July 28, 1999 *Olympian* newspaper which tells about all the things the Friends do to support the library. The Friends recently installed a bench in front of the library. Prior to the 10-year celebration, work to freshen the

2 library is taking place, including replacing the rotting deck and repainting the interior. The downstairs is being modified to accommodate the change in use of the library, including a new reference office and small conference room. Last summer the library roof was replaced. There are plans to eventually recarpet the library. TRL has allocated \$40,000 to improve the Shelton Library's collection.

3 Correspondence and Public Comments

A. Public Comments

Gordon Earsley expressed appreciation for employee Greg Carter, Facilities Mechanic, who has helped with vandalism problems at the Hoodspout Library.

Duane King of Olympia said he has supported an expanded Olympia Library facility for several years. The library was already exceeding its capacity when he moved to Thurston County in 1988. Over the years, the Olympia Friends and other citizen groups looked at various plans to achieve expansion of the library. Mr. King referred to a July 23, 1999 *Olympian* editorial which states "Expansion of the Timberland Regional Library system begs the question of who pays." The editorial refers to a \$14 million budget, 2/3 of which comes from property taxes. Mr. King said the district has not spent any money to build library facilities in Thurston County in the 30 years of its existence even though approximately half of the population of the entire district resides in Thurston County and approximately half of the property taxes received by TRL come from Thurston County. Mr. King asked when the TRL Board will address the inequities of the funding for library buildings.

B. Board Comments

In response to Mr. King, Art Blauvelt said the Board has re-examined and changed its partnership policy. Libraries in Thurston County have had money pumped into them by TRL through the partnership program. Also, money used to build libraries in rural areas come from timber revenues. In Grays Harbor County, the citizens of Hoquiam rallied together to raise money to renovate and expand that library. In Aberdeen, the bond issue failed, but citizens there have raised money to expand that library. Mr. Blauvelt said there is a lot of effort by citizens and members of this Board to find solutions. Peggy Meyer added that TRL is moving into the cost phase of the facilities needs assessment and that we are all very concerned about the future of library service in Thurston County.

C. Correspondence

There was no correspondence.

4 Approval of Minutes

Since there was not a quorum of Board members present who attended the May 26, 1999 and June 16, 1999 meetings, the Board was unable to approve the minutes.

5 Unfinished Business

There was no unfinished business.

6 New Business

There was no new business.

7 Reports

A. Foundation

Janelle Williams said the initial foundation events called "Chocolate Sundays" will be held on September 12 at Tumwater and September 19 at North Mason. A variety of family activities are planned including a speaker who wrote a cookbook about chocolate in the Northwest. The foundation has received its IRS non-profit status. Foundation Board members are working on ways to raise consciousness in the communities about the foundation. Many of the Friends groups are helping with the raffle of filled baskets. Art Blauvelt suggested a pamphlet be produced to give to attorneys. An attorney in his office has a client who wants to leave money for the library in his will. Ms. Williams responded that the foundation is putting together an estate-planning packet. The foundation's first newsletter will come out in August.

B. Services & Facilities Needs Assessment

Tina Roose reported that the district is moving into the next phase of the Services and Facilities Needs Assessment. This phase includes determining costs, funding sources, and a public process to introduce the needs assessment to city and county officials, Friends of the libraries, local library boards and others. TRL staff have interviewed six consultants to determine their expertise in these areas. The Facilities Needs Assessment includes several proposals for new buildings and remodeled buildings in both the incorporated and unincorporated areas. Staff will be developing more detailed descriptions of these projects. Mark Nelson, who has been doing TRL's space planning, will in October provide TRL with ballpark estimates of what these projects will cost. Staff anticipate TRL will need to hire two or three consultants, depending on their expertise, and will be working on RFPs for this purpose.

C. Thurston Regional Planning Council

Thelma Kruse reported that she, Doug Mah and Bill Lawrence attended the last meeting of the Council. Mr. Mah gave a report about TRL's Services and Facilities Needs Assessment. Ms. Kruse said the Council members were very supportive and complimented TRL on our process.

D. TRL 30<sup>th</sup> Anniversary

TRL will be celebrating its 30<sup>th</sup> anniversary the week of November 1-6 with the theme "Food for Thought." There will be activities for all ages. On November 6 all of the libraries will be open and at 2:00 p.m. a district-wide toast will be made. People may bring donations for food banks and homeless shelters during this celebration.

E. Director

Payroll and payroll related vouchers No. 19188 through No. 19646 for June 1999 amounted to \$725,292.75.

7E  
99-24

BILL LAWRENCE MOVED TO APPROVE VOUCHERS NO. 58005 THROUGH NO. 58375 FOR JULY 1999 IN THE AMOUNT OF \$423,221.63; ART BLAUVELT SECONDED THE MOTION.

Art Wuerth expects the exit interview with the auditor will be scheduled sometime in latter August. The auditor wants TRL Board involvement but prefers a maximum of three members be present to avoid a quorum of the board. Mr. Wuerth said he has already discussed several items with the auditor and business office staff have already begun putting into practice some of the items mentioned. Staff are still providing information to the auditor. Mr. Wuerth does not anticipate any findings on the audit report. He announced that the first meeting of the Budget Committee, including the three TRL Board representatives, is scheduled on August 2.


MOTION CARRIED UNANIMOUSLY.

The June 1999 Revenues and Expenditures report was presented. Mr. Blauvelt said he is concerned about what impact the vehicle excise tax initiative, if it passes, might have on the library's revenues. Internet Update: Gwen Culp reported that the three completely filtered Internet computers, using Web Sense, were installed at the Olympia and Tumwater libraries today. Staff at these two libraries have developed procedures in which people will be asked which computer they wish to use, filtered or unfiltered. Ms. Culp distributed a written report on the PHAROS Software evaluation and implementation. This software will allow us to do automated scheduling of computers. The software will restrict the use of the PC to the patron who reserved it, and will automatically shut down at the end of the scheduled time clearing the screen. There are multiple ways this software can be set up, depending on the needs of the library. The recommendation is to install this software in September in three libraries, a small, a medium, and large library, as pilot sites, and evaluate it after 60 days. If determined successful, the rest of the libraries will have the software installed over the next 60 days. Ms. Kruse commended Ms. Culp for her work in this process and for her success in negotiating a lower price. Staff recommend that when the rest of the libraries receive the PHAROS Software, that the work for optional filters be done at the same time, which will be more cost and time effective. Mr. King asked how the PHAROS Software will help with the issue of children on the Internet. Ms. Kruse responded that parents will still have the responsibility to control their children's use of the Internet. Ms. Culp added that this control can be done through the child's library card which will be necessary with PHAROS to reserve or login to a library PC. For those who do not have a library card who wish to reserve time on a PC, a temporary card can be issued. The Dynix hardware replacement has been delayed until later this year. Staff will be preparing a RFP for the upgrade. Personnel: Tina Roose introduced Liz Stroup, Reference and Adult Services Coordinator. Ms. Stroup was City Librarian and CPO of the Seattle Public Library and had a career in other parts of Washington and in Washington, D.C. Ms. Stroup said she is thrilled to join a great library system at a time that is probably the most exciting in reference in the history of libraries. Ms. Roose announced that the new head of Reference at the Tumwater Library is Alice Goudeaux. Mr. Wessells explained that in Washington State a portion of a county without countywide library service can form a partial library district. Voters in a portion of Wahkiakum County will vote on this issue in November and if it passes, the county can contract for library service from Timberland. Bob Stalder, Raymond Library, and Ann Musche, Naselle Library, have arranged to present three programs in October in Western Wahkiakum County to demonstrate the benefits of belonging to a library district. Many of the Western Wahkiakum County residents already use the Naselle library through non-resident cards. The Naselle School

7E District covers part of Wahkiakum County and the Naselle Friends pay for Wahkiakum County children's non-resident cards. Ms. Roose distributed Mark Nelson's latest drawing of the Olympia Library Space Planning. Mr. Nelson has been doing space planning in all of the libraries and he has three left to complete--Olympia, Chehalis, and Westport. The purpose of the space planning is to provide more technology stations, better service to the public, and better work flow for staff. Ms. Roose reviewed the Olympia plan which will add more shelving to accommodate 10,000 more books, add seven more seats, and eleven more computers. One of the public meeting rooms is proposed for the youth services department. The reference department has been rearranged for more efficiency. One of the major issues is how much the city is willing to spend on this building. The building also needs a new roof and new carpeting. TRL is paying for the space planner and all of the technology stations. Ms. Roose reviewed the changes in this year's Statistical Report. These statistics are more meaningful since they separate out the work done for various groups and by various departments, plus we are keeping additional statistics. There are still some outreach services we are providing (i.e. Connect boxes) that we need to measure. Several staff and Board members attended the ALA Conference. Peggy Meyer commented on the recognition TRL received with the John Cotton Dana Library Public Relations Award for the new North Mason Library. Janelle Williams said this is the first time she has been able to attend this conference. She was surprised by how large the conference is and how well known Timberland is. The TRL Board's fall Board Retreat will be scheduled. One of the items of discussion will be the Internet. The Board was referred to the list of upcoming district events. This information will be included on all future agendas.

There was no further business and the meeting adjourned at 8:55 p.m.

  
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President

  
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Secretary