

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

March 28, 2001

MINUTES

BOARD MEMBERS PRESENT: Janelle Williams, President; Art Blauvelt; Ken Bragg; Peggy Meyer (via teleconference); Pat Shults

BOARD MEMBER EXCUSED: Doug Mah

STAFF PRESENT: Bette Anderson; Liane Bascou; Judy Covell; Gwen Culp; Ellen Duffy; Susan Hanson; Corene Jones-Litteer; Thelma Kruse; Tim Mallory; Tina Roose; Cherie Rusk; Sandra Sebbas; Liz Stroup; Jena Thrasher; Barbara Winfree; Art Wuerth

GUESTS PRESENT: Adelheid Krohne; Michael Louisell; Irene Robbins

The Board met in Executive Session 6:31 p.m. to 7:06 p.m. pursuant to RCW 42.30.110(c).

President Williams called the regular meeting to order at 7:13 p.m.

AGENDA ITEM
NO.

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

Ms. Williams presented Certificates of Appreciation for Penny Reinitz and Joann Graves, who have completed terms on the Oakville Library Board.

B. Public Comments

Ms. Robbins expressed concern with shifting Shelton Library staff to other libraries. She said the Shelton Library is a busy library. Mason County residents are appreciative for their libraries. It took a lot of work to get Shelton to join TRL and people who were opposed to that are still there. She is aware of TRL's budget crunch but urged TRL to not take away Shelton Library's staff. Ms. Kruse said she recently worked at the circulation desk at Shelton and she is aware how busy that library is. She explained that TRL is moving staff around in the district, not only to save money by not having to hire substitutes, but also to provide learning and sharing experiences among the staff and to develop a district feeling. We are looking at ways to function more efficiently as changes happen, particularly with technology. We have no intent to diminish or do anything that would negatively impact a library. Ms. Meyer and Ms. Kruse expressed appreciation to Ms. Robbins for bringing this concern to the Board.

2 C. Board Comments

Mr. Bragg said he would like to clarify a statement attributed to Ms. Meyer in the February 28, 2001 Board minutes. The minutes refer to his testimony at a legislative hearing on HB 1712 in which Ms. Meyer said that he testified that at TRL parents have no control over their children's access to Internet. Mr. Bragg said his prepared testimony was furnished in writing to the committee and copies were sent to each TRL Board member. He did not testify that parents have no control over their children's access to Internet. His written testimony states "County Commissioners in Thurston and Pacific Counties have asked the Timberland Trustees to require parental approval before allowing Internet access (including chat rooms) for their children. A majority of the appointed Trustees declined this request even though many libraries such as the Ellensburg City library give parents this right."

Ms. Meyer requested to disconnect from the teleconference at 7:25 p.m. because she could not hear the speakers.

2 D. Correspondence

Letters dated 1/21/01 and 2/11/01 with multiple signatures regarding TRL's Internet Policy were acknowledged.

3 Approval of Minutes

01-15 ART BLAUVELT MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES MEETING OF FEBRUARY 28, 2001, AS DISTRIBUTED TO THE BOARD; PAT SHULTS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4 Unfinished Business

A. Agenda Structure

Mr. Bragg said at the last meeting there was discussion about Doug Mah's proposal to change the Board's agenda structure. Ms. Williams said that Ms. Kruse checked with her on this agenda item and Ms. Williams decided to hold off on continuing this discussion until Mr. Mah is present.

2 C. Board Comments

Mr. Bragg referred to Ms. Kruse's Goals 2001 document dated 12/18/00. Under Library Programs/Projects, he requested an item be added: complete capital facilities plan for the entire district. Ms. Kruse said this item will be discussed at the TRL Board's Retreat on April 28.

5 New Business

A. Personal Services Contract

The contract with Craig W. Hanson for Personal Services under which he represents TRL is due for consideration. The terms of the agreement are the same as in the previous agreement

- 5A except that the monthly fee has been increased \$100.00 (\$1,300 per month with any hours in excess of 132 during the term of the agreement at an hourly rate of \$135.00; and authorized paralegal services at \$50.00 per hour).

01-16 ART BLAUVELT MOVED TO RENEW THE CONTRACT WITH CRAIG W. HANSON FOR LABOR RELATIONS, COLLECTIVE BARGAINING AND OTHER GENERAL LEGAL MATTERS EFFECTIVE APRIL 1, 2001 THROUGH MARCH 31, 2002; PAT SHULTS SECONDED THE MOTION.

Mr. Bragg asked when the last increase occurred and how many hours in excess of 132 the district incurred last year. Ms. Kruse responded that Mr. Hanson's fee has not increased for several years and that during the time she has been Director, TRL has never gone over the 132 hours. We call Mr. Hanson frequently for his advice and he is always available when needed. Several mentioned that this contract with Mr. Hanson is a bargain.

MOTION CARRIED UNANIMOUSLY.

6 Reports

A. State of the Library Report

Ms. Kruse presented her sixth annual State of the Library Report. She provided background about the district, a financial overview of last year and projected budget and revenues for this year, significant accomplishments, and challenges and opportunities for the future. An annual report will be available that will contain information from the State of the Library Report.

B. ESD 113

Ms. Covell's ESD 113 report was presented and is attached to the original of these minutes. There have been two more openings of these sites since the last Board meeting, one at North River and the other at Mary M. Knight School in Matlock. The Rochester site's grand opening is scheduled on April 21. Mr. Bragg expressed concern with these sites being funded by a grant and how they will be funded after the grant runs out. Ms. Kruse said the grant funds these sites for three years. Ms. Roose added that TRL had already identified these sites in our Services Needs Assessment as places where we need to put resources. Ms. Kruse said that ESD 113 asked TRL if we wished to be part of the grant, and we saw it as an opportunity to fulfill some of our services needs. She has discussed this matter with the grant writer for the Foundation who has indicated that these are the sorts of projects we can continue to get grant support for. ESD 113 is also looking at working further on grants for these centers.

C. 2000 Final Action Plan Report

D. 2001 Action Plan

These reports were presented to the Board at its February 28, 2001 meeting. There were no questions or further discussion.

6 E. Director

01-17 ART BLAUVELT MOVED TO APPROVE PAYROLL AND PAYROLL RELATED VOUCHERS NO. 26257 THROUGH NO. 26535 FOR FEBRUARY 2001 IN THE AMOUNT OF \$784,749.58; PAT SHULTS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

01-18 KEN BRAGG MOVED TO APPROVE VENDOR VOUCHERS NO. 64430 THROUGH NO. 64740 FOR MARCH 2001 IN THE AMOUNT OF \$334,875.11; ART BLAUVELT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

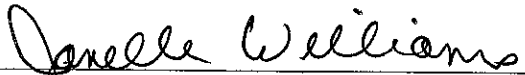
The February 2001 Revenues and Expenditures report was presented. Ms. Kruse reported that the Lewis County Commissioners have appointed Edna Fund as the new Lewis County representative on the TRL Board. We are seeking confirmation from the other four County Commissions. Ms. Roose provided an earthquake damage status report. Chehalis Library was closed for several days due to water damage. Olympia Library was hit the hardest and closed for nearly three weeks due to damage. There was some minor cosmetic damage at the Service Center that cost about \$2,000. A structural engineer inspected the building and we will have an engineer again look at some structural damage in the storage area. Ms. Thrasher reported on the plans underway for disaster preparedness throughout the district. She distributed the list that the Health and Safety Committee has developed of needs both district wide and building specific. We have one lingering injury of a staff member as a result of the quake that she is aware of.

7 Other


Mr. Bragg asked about several items listed in the Admin. Team meeting minutes. He requested information on the Attorney General's opinion on book sales. Ms. Kruse said she will be getting more information regarding this matter before she reports to the Friends. There is no ruling at this point that we are aware of. Mr. Bragg asked about the public records request and the possibility of a fine. Ms. Kruse said the request asks for all emails, memos, and anything that has to do with sexual complaints about Internet. Ms. Roose said we canvassed the district to make sure we had everything. Mr. Blauvelt said that if we fail to respond properly, TRL could be fined. We only have to respond to a public records request with records we already have. We do not have to create records. Mr. Bragg asked about the spring in-service days. He is concerned with closing the libraries. Ms. Kruse said we will be closing libraries throughout the week so that not all libraries in an area will be closed at the same time. We will be advertising the closures. TRL used to have two in-service days per year. Mr. Bragg said he objects to going from one to two in-service days a year. Ms. Williams said that the spring closure will be more cost effective because we will not have the travel or meal costs. Ms. Kruse added that she thinks this spring in-service day will be valuable for the staff.

Ms. Williams noted the dates of conferences and events listed on the agenda. Ms. Kruse requested that items for discussion at the Board's Retreat on April 28 be sent to Ms. Bascou.

There was no further business and the meeting adjourned at 8:35 p.m.



President



Secretary

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