

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

May 23, 2001

MINUTES

BOARD MEMBERS PRESENT: Janelle Williams, President; Art Blauvelt; Ken Bragg; Edna Fund; Doug Mah; Peggy Meyer

BOARD MEMBER EXCUSED: Pat Shults

STAFF PRESENT: Bette Anderson; Liane Bascou; Kristin Blalack; Susan Hanson; Thelma Kruse; Tina Roose; Sandra Sebbas; Jena Thrasher; Art Wuerth

President Williams called the regular meeting to order at 7:08 p.m.

AGENDA ITEM
NO.

- 1 Introductions were made.
- 2 Approval of Agenda

Mr. Bragg requested a New Business item "Building Policy."

- 3 Correspondence and Public Comments

A. Public Comments

There were no public comments

B. Board Comments

Mr. Bragg distributed a copy of a letter dated May 10, 2001 from Gil Carbone to Representative Sandra Romero. He reported that he attended the May 21, 2001 TRL Foundation meeting followed by the workshop on capital campaigns.

C. Correspondence

There was no correspondence

- 4 Approval of Minutes

01-26 ART BLAUVELT MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES MEETING OF APRIL 25, 2001, AS DISTRIBUTED TO THE BOARD; PEGGY MEYER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4
01-27 KEN BRAGG MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES RETREAT OF APRIL 28, 2001, AS DISTRIBUTED TO THE BOARD; ART BLAUVELT SECONDED THE MOTION. KEN BRAGG, ART BLAUVELT, EDNA FUND, PEGGY MEYER, AND JANELLE WILLIAMS VOTED IN FAVOR OF THE MOTION; DOUG MAH ABSTAINED. MOTION CARRIED.

5 Unfinished Business

There was no unfinished business.

6 New Business

A. Designation of agent for possible FEMA reimbursement of earthquake-related expenses

The earthquake of February 28, 2001 caused damage which may be eligible for FEMA (Federal Emergency Management Agency) reimbursement. The first step in the application process, according to FEMA instructions, is the designation of the public agency's agent by resolution and signatures of the governing board. FEMA instructions also require that the clerk of the governing board certify the adopted resolution. The primary purpose of the designation of agent is for the authorized signature required on all invoice vouchers requesting payment of funds to the public agency. The "Designation of Applicant's Agent Resolution," adopted by the board, will be submitted with the "State Disaster Assistance Application" and the "Request for Public Assistance" to FEMA.

01-28 DOUG MAH MOVED TO ADOPT RESOLUTION NO. 01-05 DESIGNATING ART WUERTH, BUSINESS MANAGER, AS THE AUTHORIZED REPRESENTATIVE, AND GREG CARTER, FACILITIES MAINTENANCE SUPERVISOR, AS THE ALTERNATE, FOR THE PURPOSE OF TIMBERLAND REGIONAL LIBRARY OBTAINING FEDERAL AND/OR STATE EMERGENCY OR DISASTER ASSISTANCE FUNDS; ART BLAUVELT SECONDED THE MOTION.

The Board agreed to change the reference in the Resolution of "Board of Directors" to "Board of Trustees." Mr. Wuerth said that TRL suffered several thousand dollars worth of damage to the Service Center. If we receive any FEMA funds, it will be in the form of a grant, not a loan. There is a possibility we may be able to recover staff costs as well.

MOTION CARRIED UNANIMOUSLY.

B. Building Policy

01-29 KEN BRAGG MOVED THAT TIMBERLAND ANNOUNCE THAT IT ACCEPTS RESPONSIBILITY FOR PROVIDING AND MAINTAINING LIBRARY SPACE IN ANNEXED CITIES AS WELL AS UNINCORPORATED AREAS OF THE DISTRICT; EDNA FUND SECONDED THE MOTION.

Mr. Bragg stated his reasons for making this motion as follows: It will provide a more tranquil environment for the TRL Foundation to succeed in a major capital project funding campaign; it will encourage cities to help TRL in carrying out this responsibility by perhaps providing sites for libraries needed for a 50% increase in the population of the district over the next 20

- 6B years; it will thwart cities from possibly pursuing a legal challenge to TRL's present policy; it will provide uniform maintenance of libraries; it will enable TRL to site future libraries or expand existing ones based on an optimal use of resources to maximize services which can be done by TRL managing the distance between service sites throughout the district. He suggested that we could combine using our bonding authority of six years with what the TRL Foundation can raise and contributions from cities.

Ms. Kruse commented that in the past few years some of the space planning projects have resulted in a considerable amount of money provided by the cities, by TRL and from other sources. She has experienced very positive relationships with the cities and communities involved. She does not see dissension in cities and she does not recall hearing anything about this being a divisive issue. In fact she thinks it is one that brings people together because we are all working together for a common cause that benefits so many. Mr. Bragg said he is concerned about a projected 50% increase in population. He said we should have a system that at least starts the process to optimize the services we can render with limited resources. If we continue to react to every city without applying any kind of guidance as far as distance between libraries we will continue to have inefficiency that will limit what we do.

Comments from Board members were as follows: There are libraries that were already in existence when this district was formed that might be too close together, but these cities wanted to join TRL. The motion is not clear as to its purpose or the costs involved and lacks direction. There are statutory differences between cities and rural districts. We have a Services and Facilities Committee which is approaching this in an orderly process and we are dealing with each problem in a creative manner. There is a need for consultation with the cities involved and a plan or transition period to totally reverse TRL's position that cities take care of the buildings inside cities and TRL takes care of buildings outside the cities. TRL is doing an excellent job of meeting the needs of people inside and outside city limits. We are more successful with complicated resolutions and motions if they come out of a committee structure and if the Board has time to reflect on the matter. It has always been TRL's policy to provide monetary support for libraries in cities.

DOUG MAH AMENDED THE MOTION THAT THE POLICY REVIEW COMMITTEE REVIEW TRL'S PARTNERSHIP PROGRAM WITH CITIES AND MAKE A RECOMMENDATION TO THE BOARD WHICH WOULD INCORPORATE INCREASING TRL'S ROLE AND RESPONSIBILITIES IN MAINTAINING LIBRARY FACILITIES IN ANNEXED CITIES; KEN BRAGG SECONDED THE AMENDED MOTION.

Mr. Bragg said this amended motion does not solve the problem he has with the fairness issue, that once cities annex they should be treated the same as the unincorporated areas. Mr. Blauvelt said he could not support either the main motion or the amended motion because they represent a complete change in TRL's philosophy. The cities knew the rules when they entered into the contract with TRL. He said Mr. Bragg's motion asks that we change the terms under which the cities became part of TRL. He has seen cities in the county he represents which are very economically hard pressed somehow find the money to expand or build new libraries. The motion also infers that TRL does not help cities, and it does through space planning and its partnership program. Mr. Mah suggested the matter be tabled since this motion represents a sweeping policy change and we are not equipped to discuss the matter this evening. He would prefer that we set up a process for the Board to discuss this policy issue and take a more studied approach.

6B MR. MAH WITHDREW HIS AMENDED MOTION AND REQUESTED WE TABLE THIS MATTER. KEN BRAGG AGREED TO WITHDRAW HIS SECOND TO THE AMENDED MOTION.

01-30 KEN BRAGG MOVED TO TABLE HIS MOTION. KEN BRAGG AND DOUG MAH VOTED IN FAVOR OF THE MOTION; PEGGY MEYER, ART BLAUVELT AND JANELLE WILLIAMS VOTED AGAINST THE MOTION; EDNA FUND ABSTAINED. MOTION DID NOT CARRY.

The vote on Motion No. 01-29 is as follows:

KEN BRAGG VOTED IN FAVOR OF THE MOTION; EDNA FUND, ART BLAUVELT, DOUG MAH, PEGGY MEYER AND JANELLE WILLIAMS VOTED AGAINST THE MOTION. MOTION DID NOT CARRY.

President Williams directed the Policy Review Committee to examine TRL's partnership program for library facilities as its next agenda item and investigate all of the parameters of that policy.

7 Reports

A. TRL Foundation

Ms. Sebbas reported that the speaker at the workshop on May 21 reviewed the steps involved in running a capital campaign. He talked about the key decisions that need to be made by the TRL Board and the TRL Foundation Board. She will compile notes from the workshop to share with those trustees who were unable to attend. Others who attended commented on the tremendous amount of work involved in a capital campaign, the commitment, the need for unanimous support from the Board, how much time the Director would need to devote to capital projects, and the willingness to risk spending money to raise money.

B. Regional Planning Councils

Mr. Mah reported that the Thurston Regional Planning Council is having an ongoing discussion regarding its role in public transportation, how they provide services, and revenue issues. He cited some of the new census information for Thurston County, the eighth fastest growing county in the state, which has increased in population by 28.6% over the past decade. Yelm has had the largest growth in the county. The data shows that 45% of the population lives in incorporated areas and 55% lives in unincorporated areas in Thurston County. As we look at incorporated/unincorporated issues, we will have the opportunity to work with more recent information.

C. Services & Facilities Committee

TRL's attorney is reviewing the contract with the developer for the Yelm facility. Mr. Bragg expressed concern with the leasing costs for the Yelm facility and recommended a better analysis of costs for leasing vs. owning a facility. Mr. Wuerth has prepared a comparison of leasing space as opposed to a new building. Mr. Mah requested this information be sent out to the Board. Ms. Kruse said the Yelm lease would be ready for the Board's consideration at the

7C June or July meeting. A public work session is scheduled tomorrow evening with the TRL Board and Olympia city officials regarding the Olympia Library.

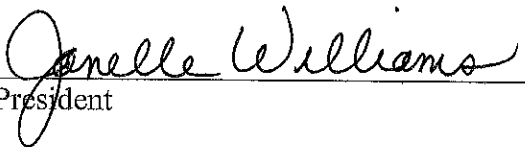
D. Director

01-31 PEGGY MEYER MOVED TO APPROVE PAYROLL AND PAYROLL RELATED VOUCHERS NO. 26801 THROUGH NO. 27075 FOR APRIL 2001 IN THE AMOUNT OF \$792,237.03; ART BLAUVELT SECONDED THE MOTION. MOTION CARRIED. (Mr. Bragg was not present for the vote.)

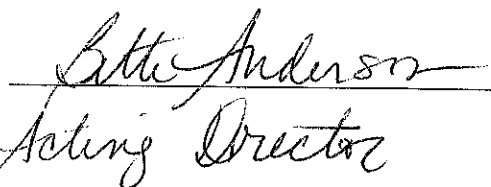
01-32 ART BLAUVELT MOVED TO APPROVE VENDOR VOUCHERS NO. 65066 THROUGH NO. 65361 FOR MAY 2001 IN THE AMOUNT OF \$483,873.55; PEGGY MEYER SECONDED THE MOTION. MOTION CARRIED. (Mr. Bragg was not present for the vote.)

The April 2001 Revenues and Expenditures report and the Business Manager's report were submitted. Mr. Bragg requested that Mr. Wuerth use actual amounts in the graphs he prepares. Mr. Blauvelt said it appears that a major purchase has been made from the Automated Circulation Fund. Mr. Wuerth will provide this information to the Board. Ms. Kruse reported she has provided a library update at three County Commission meetings in Lewis, Mason and Pacific Counties at which the TRL Board representative from each county attended as well as Mr. Bragg. The Boards and Friends Forum was held on May 12 at Ocean Park. Mr. Bragg said he personally got a lot out of the forum. He talked with several local library board members and Friends. He recommended that more time be set aside for those in attendance to talk with each other and share their ideas and problems. Ms. Thrasher distributed a memo to the Board dated May 23, 2001 regarding approval of additional benefits for TRL employees. This benefit relates to the Section 125 Flexible Benefits Plan which provides opportunities for before-tax savings to employees. A resolution regarding this benefit will be presented for the Board's consideration at the June meeting. The April 2001 Statistics were presented.

There was no further business and the meeting adjourned at 8:33 p.m.



President



Acting Director Secretary

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

May 23, 2001

I N D E X

<u>AGENDA ITEM</u> <u>NO.</u>		<u>Page No.</u>
1	Introductions	1
2	Approval of Agenda	1
3	Correspondence and Public Comments	
	A. Public Comments	1
	B. Board Comments	1
	C. Correspondence	1
4	Approval of Minutes	1
5	Unfinished Business	2
6	New Business	
	A. Designation of agent for possible FEMA reimbursement of earthquake-related expenses	2
	B. Building Policy	2
7	Reports	
	A. TRL Foundation	4
	B. Regional Planning Councils	4
	C. Services & Facilities Committee	4
	D. Director	5