

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
Winlock Timberland Library, 322 1<sup>st</sup> St., Winlock, WA 98596

September 25, 2002

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MINUTES

BOARD MEMBERS PRESENT: Art Blauvelt, President; Ken Bragg; Edna Fund; Pat Shults; Gene Weaver; Janelle Williams

BOARD MEMBER EXCUSED: Peggy Meyer

STAFF PRESENT: Liane Bascou; Jinny Burns; Ellie Dickson; Ellen Duffy; Carol Johnson; Corene Jones-Litteer; Thelma Kruse; Tina Roose; Cherie Rusk; Sandra Sebbas; Harriet Whisler; Art Wuerth

GUESTS PRESENT: Claudia Alongi; Margie Austin; Bill Bearse; Jan Bearse; B. L. Buschlen; Rachelle Bryson; E. L. Fund; Wess Cornelius; Jack Davis; Neva Grace Davis; Anine Grumbles; Allen Hull; Sheryl John; Jean Jones; Brian Mittge; Pat Owen; John Panesko; Diana Samuelson; Debby Swecker; Cindy Swena; Cythia Wallace; Janet Weaver; Lee Wheeler;

President Blauvelt called the regular meeting to order at 7:00 p.m.

AGENDA ITEM  
NO.

- 1 Introductions were made.
- 2 Approval of Agenda

There were no changes to the Agenda.

- 3 Focus on Winlock

Ms. Whisler said the Winlock community is rich in history. The library had over 100 titles in the Finnish language that had never been added to the collection, and were donated to the Scandinavian library at the University of Washington. She understands that at one time any business in the community could be conducted in Finnish. Legend says that several Finnish miners from the Black Diamond area near Seattle missed the train connection and spent the night at a local bed and breakfast. The locals talked about the timber, good farmland, and the Finnish people who had settled in the area, which convinced the miners to bring their families to the area and farm instead. The lumber mill prospered for several years building railroad ties for the expanding railroad. The egg hatchery shipped chicks and eggs and when payments were returned from all of the cooperatives the general celebration started which is the source of the local egg day the third Saturday in June. This community has always supported its library. The garden club keeps the barrel planters furnished with flowers. Elementary school classes come for scheduled visits. Summer programs have 70+ kids attending. PageTurners meets on the first Friday of the month. Fall, winter and spring story times are well attended. Homeschoolers make good use of the library's resources. Outstanding improvements in library service are the Dynix catalog, information available through Internet access and the speed of that access, and reference service.

4 Correspondence and Public Comments

A. Public Comments

Several spoke regarding the Internet Use Policy adopted by the TRL Board at its August 28, 2002 meeting. The comments included support for the policy, requests to not change the policy any further, disappointment that the policy did not go further to filter for all minors to age 18, concern for children who do not have parents that pay attention, recommendation to not allow any minors access to Internet until parents make an Internet choice for their children, recommendation to stop focusing so much time and energy on this one issue, caution that we be careful about what we start censoring because there are other dangerous materials on the Internet besides pornography.

B. Board Comments

Mr. Bragg clarified that the Board cannot legally ban all pornography for adults and children because it is protected speech. However, there are such things as obscenity and child pornography that are not protected. He does not consider it censorship to get parental approval before allowing children access to Internet. Two presidents of ALA have told him that this is a matter of local option and the first amendment is not involved. He is not as concerned about whether or not we have filters because filters have drawbacks, but he is concerned about chat rooms, emails and the vulnerability of the library.

Ms. Fund said there is an Internet Crimes Against Children Act that law enforcement agencies have been working on. Every state has a contact and she has the phone number and address for the Seattle Police Department officer in charge of the task force. She said this is a way in which we can work with local law enforcement, put our policies together in making the library a better place for kids, and avoid some of the issues other libraries have faced. She said some of the public comments this evening indicated that they have not seen people accessing pornography. She agreed that since TRL has installed privacy screens there is less sighting of it; but she said people are mistaken if they think it is not happening. A study done by Tacoma Public Library for the National Academies said just because there were fewer incidents, that does not mean that no such behavior is taking place in the library. Staff from Child Protective Services have told her that the library is a wonderful place and that library staff are very altruistic, idealistic, and not very realistic in terms of what happens in the era in which we live. She said we will see later the fruits of the issues we address now. She would like to take preventative means, such as cooperating with the Internet Crimes Against Children task force, reviewing our policies and procedures, and looking at the Internet Policy we passed last month to see if it is actually what we wanted to do considering some of the information coming to us from national studies.

Ms. Fund recommended TRL purchase *Does Money Buy You Love?*, an educational video for trustees on fiduciary responsibilities of board membership. She recently read in a library association journal about how libraries can reach low-income people. She would like to reach these needy people and raise their reading level so they can become more productive in their citizenry.

Mr. Weaver said there were public comments earlier that the Internet is not a big issue, but he believes it is a big issue. He is concerned about the future of the library and what can happen in the library. In his estimation it is not if something happens but a question of time until it happens. He referred to a recent news item. In California, prison inmates have been banned

- 4B from receiving pornography because of complaints from female prison guards that the material prompted inappropriate behavior. Prison officials said the materials fuel a hostile working environment and they are concerned about possible sexual harassment lawsuits. Mr. Weaver said this is a concern of his because he wonders what position Board members are in if they do not address this situation.

Mr. Bragg said he is concerned with the interpretation by staff on the first item of the Internet Use Policy passed by the Board last month that states "Require parental choice of children's Internet access level on all new card applications." Recently at the Olympia Library, he requested a copy of the kind of instructions going out to staff to implement this decision. On the library card application, it states if the parents do not specify, the Internet access will be the default, which means we will give them a library card even if the parents do not specify. He understood the interpretation of this language is that we will require parental choice. The second item of the policy states "Obtain parental choice of children's Internet access level for current card holders under 18 . . . ." Mr. Bragg said apparently staff's interpretation is that there is no difference between the first and second items. He is appalled at this attempt to obscure what he thinks the Board, the press and the public understood was to happen. Ms. Kruse said we do mean to make every effort possible to get a parent to provide the access level on the new card applications. Ms. Roose explained that we still have old library card applications that do not specify that a choice must be made. We are developing a new library card application that states that parents must make an Internet selection for their children. Ms. Kruse said we are in a transition status, and when the new library card application is available, we will not issue cards to children unless the Internet information is filled out. We are currently following up on every application that comes before us at this point. She expects we will have new applications by mid October.

C. Correspondence

There was no correspondence.

5 Approval of Minutes

- 02-57 EDNA FUND MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES MEETING OF AUGUST 28, 2002, AS DISTRIBUTED TO THE BOARD; GENE WEAVER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

6 Unfinished Business

There was no unfinished business.

7 New Business

A. Open Public Meetings Act

Board members have expressed concerns about making sure that their activities are in compliance with the Open Public Meetings Act (OPMA). They will be discussing this matter in depth at the Board's work session on October 5. Ms. Fund expressed a concern with emails among the Board members, i.e. if a Board member sends a memo, and Board members respond, it begins a dialog that may not be in compliance with OPMA. She referenced a memo Mr. Blauvelt sent during the Internet deliberations. She wants to know how she can provide her

7A opinions and input and still be in compliance with OPMA. She also wants to be sure there is no problem if a quorum of the Board attends All Staff Day. She referred to Mr. Blauvelt's caution when Board members visited Tacoma Public Library (TPL) to look at its Internet system. Mr. Blauvelt said that it is not appropriate under OPMA when a quorum of the Board is conversing in a deliberative manner in emails or on the telephone. When the Board is sending passive information, it is not in violation of OPMA. The OPMA is in effect when the Board is taking action or is in a deliberative process. If the Board rides together to a meeting and does not discuss topics that are coming up at the meeting, they would not be in violation of OPMA. A quorum of Board members may participate in All Staff Day as long as they do not talk about issues that will come before the Board. Mr. Blauvelt said he was concerned if more than three Board members went to TPL because the purpose of that trip was to receive information about their Internet filtering system, and the TRL Board was in a deliberative process of determining TRL's Internet Policy.

8 Reports

A. Regional Planning Councils

Mr. Bragg announced that the Thurston Regional Planning Council and Transportation Policy Board will sponsor a regional land use forum on October 29. The forum is a public meeting although it is targeting policy makers. He offered making information available through TRL to communicate with the general public about this forum. TRPC discussed regional priority issues for the 2003 legislative session, one of which has to do with a pedestrian and bicycle connection on the Chehalis Western Trail in Lewis and Thurston Counties called "Bridging the Gap." TRPC has allocated \$500,000 of regional transportation funds as seed money to do the planning for this project. TRPC also discussed its budget. In 1970, 55% of TRPC's funds came from dues and that has now dropped to 15%, largely because of grants and agencies contracting for additional services not provided through membership. One observation he has made is that TRPC is a conduit for funneling federal and state money into various projects in Thurston County. One inter-county program is providing services to people with special needs. TRPC is reaching out to adjacent county coalitions to coordinate cross county trips and host a multi-county fall forum on insurance and liability issues for both social service and transportation providers.

B. Policy Review Committee

The Policy Review Committee recommends approval of the Travel Policy and Surplus Property Policy. Mr. Wuerth said the State Auditor's office has requested TRL have a Surplus Property Policy. The Travel Policy is in compliance with state and federal rules. The policy has standardized values for meals and travel requiring that people try to get the government rate. The Travel Policy will be a topic on the All-Staff Day agenda. It was agreed that the Travel Policy will be on the Board's October Board meeting agenda.

02-58

KEN BRAGG MOVED TO APPROVE RESOLUTION #02-06 FOR THE DISPOSAL OF SURPLUS PROPERTY OTHER THAN REAL ESTATE AND READING MATERIALS; PAT SHULTS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

8 C. Services & Facilities Committee

The Services & Facilities Committee met on September 23. Dick Cushing, Olympia City Manager, met with the committee and relayed the reasons why the City of Olympia wants to postpone discussions of a new library in Olympia, probably until early next year. We will probably need to conduct a needs assessment again since it has been several years since the last assessment was done. The committee heard an update on the four building projects. Fundraising for the four projects in Chehalis, McCleary, South Bend and Westport are in various stages.

Mr. Bragg said he presented material to the committee. He said TRL has overlooked the building budget and increased services to a high level. We have not used our borrowing authority, which means that we end up in a situation where we do not build up money over time to build buildings. Instead each year we are only able to allocate money to small projects. Mr. Bragg said we need to change the amount we budget for buildings vs. services. He plans to request that Ms. Kruse cost some of his proposals so when the time comes we will have the money needed. Ms. Kruse responded that TRL has put aside over \$2 million in the capital budget for building projects. Most of that will probably go toward the Olympia project. We have allocated smaller amounts for smaller building projects this year than the TRL Board identified as high priority projects for a total of \$270,000. Some of the timber revenue we receive over the next several years will also be set aside for the Olympia project. Ms. Kruse said TRL does not have the amount of money or ability to fund an Olympia Library. If TRL borrows, we will have to cut operations drastically. We use timber revenue that is not budgeted for operations for building projects, but timber revenues are dropping. She said Mr. Cushing and others on the Services & Facilities Committee discussed the fact that we would probably have to go out for a bond for an Olympia Library. Mr. Bragg said his point is one of fairness and that TRL should give the same percentage to Olympia as to other library projects.

D. Budget Committee

Ms. Kruse reported that the Board received at the Budget Committee meeting a 2003 general fund budget. We have made economies in our operations already this year that will carry forward into next year, which will allow us to maintain our current level of operations. There are no proposals to cut hours or services in 2003. The Budget Committee will meet again on October 16. Mr. Bragg said he will be requesting cost information on some ideas he presented so that the information will be available by the next Budget Committee meeting.

E. Foundation

Ms. Kruse reported that we are beginning a comprehensive campaign called "Building Our Future" which will include fundraising for all of the TRL libraries. Brochures and other materials are being prepared for use throughout the district. Ms. Fund said she attended the last Foundation meeting at the Chehalis library. There is a committee studying combining services in Chehalis and Centralia, such as police and fire. Perhaps we need to consider other options such as drive-up stations or a new library between Chehalis and Centralia. She thinks the political climate will make it difficult to get donations for Chehalis. Mr. Bragg said he would like TRL to declare that it is responsible for libraries whether they are in cities or in unincorporated areas because everyone pays the same taxes. He thinks we would then have a better chance to pass a levy lid lift or bond issue.

8 F. 2002 Goals and Service Priorities Progress Report

The 2002 Goals and Service Priorities Progress Report for May-August 2002 was presented. Board members were requested to review the report and make comments or ask questions at next month's meeting. Mr. Blauvelt noted all of the outreach programs that TRL is doing. He said the library is doing great things that do not receive as much attention as other things.

G. Director

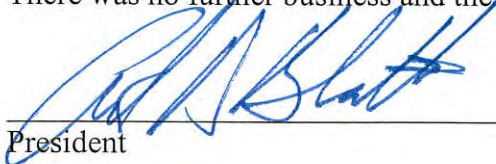
02-59 KEN BRAGG MOVED TO APPROVE PAYROLL AND PAYROLL RELATED VOUCHERS NO. 31470 THROUGH NO. 31926 FOR AUGUST 2002 IN THE AMOUNT OF \$779,548.91; PAT SHULTS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

02-60 JANELLE WILLIAMS MOVED TO APPROVE VENDOR VOUCHERS NO. 69956 THROUGH NO. 70234 FOR SEPTEMBER 2002 IN THE AMOUNT OF \$598,158.62; PAT SHULTS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

The August 2002 Revenues and Expenditures report was presented. It has not been certified but it appears that the levy for Hoquiam failed. The Service Center renovation is nearing completion. Ms. Duffy presented South Sound Reading Foundation's Reading Awareness Parent Survey and Mother Goose Parent Education Program report. Ms. Duffy said that Pat Owens, who is the Lewis County facilitator for the Mother Goose Program, has accomplished a tremendous amount in Lewis County. The goal of the program is to strengthen family literacy. The facilitators work directly with the parents and then the parents use the skills they learn with their own children. The TRL Foundation funds this program and is seeking grants to fund it again next year. Staff are working on implementing the Internet Access Policy approved by the Board last month. A new library card application form is being developed which will require parents to determine Internet access for their children. Staff are working on ideas to reach parents of children who already have cards and have not made an Internet selection. We will begin by targeting computer users first. Staff have been working with the SRI software vendor to make the necessary modifications. We are looking at cost effective ways to get the word out other than through a mailing. Ms. Fund asked if there are plans to talk with law enforcement. She referred to the scenarios provided to staff regarding child pornography procedures. Ms. Kruse said that we have already met with law enforcement in every community and there is a contact in most of our communities. Ms. Fund suggested the scenarios be reviewed again. If she were staff she is not sure she would know what to do. Ms. Kruse assured her that there do not seem to be any problems with staff following the policy, and they have done the right thing and made the right calls. They seem comfortable with the policy and call administration when something is unclear. Ms. Fund referenced the scenario that dealt with a small child viewing pictures of naked people. After the questioning has taken place in the scenario, the staff tells the small child thanks for sharing and we will take care of it, and that is where the scenario ends—with no action. Ms. Fund asked if Ms. Kruse could share with the Board in the aggregate the staff's comments Ms. Kruse requested prior to making her recommendation on the Internet Access Policy. Both Ms. Shults and Ms. Williams expressed concern with sharing these comments since staff may have been under the impression that they were responding in confidence. Ms. Kruse said the comments were frank and honest and only came to her. She said she will see if she can provide the Board with the gist of the comments without identifying staff members. Ms. Fund said many of the comments received from the public included some helpful hints that she pulled out and will provide to the Director. Several staff and two TRL Board members plan to attend the WLA Training and/or

8G WLFTA Friends Forum in Ellensburg this week. The TRL Board will meet in a work session on October 5. All Staff Day is on October 14 and Board members are welcome to attend. The August 2002 Statistics were presented. Ms. Fund noted that the trend continues in August of more patrons ordering library material from a remote access, with the increase up to 44%. It appears that patron count is down in August by almost 1,000. Staff indicated this may be more of an issue with the counters rather than decreased patronage. Yelm, on the other hand, has seen a large increase in circulation and reference and instruction statistics due to their new building.

There was no further business and the meeting adjourned at 9:15 p.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary