

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
Salkum Timberland Library, 2480 U.S. Highway 12, Salkum, WA 98582

April 28, 2004

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MINUTES

BOARD MEMBERS PRESENT: Peggy Meyer, President; Art Blauvelt; Edna Fund; Dick Nichols; Pat Shults; Gene Weaver; Janelle Williams

STAFF PRESENT: Bette Anderson; Liane Bascou; Jinny Burns; Judy Covell; Gwen Culp; Ellen Duffy; Susan Hanson; Corene Jones-Litteer; Jodi Reng; Tina Roose; Cherie Rusk; Nancy Sawyer; Sandra Sebbas; Elizabeth Squires; Virginia Squires; Liz Stroup; Mike Wessells; Harriet Whisler; Karen Wilkinson; Art Wuerth

GUESTS PRESENT: Aisha Bayness; Marsha Bayness; William R. Bayness; Barbara Eastman; Trudy Marriott

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

AGENDA ITEM  
NO.

- 1 Introductions were made.
- 2 Approval of Agenda
- 04-19 ART BLAUVELT MOVED TO APPROVE THE AGENDA; PAT SHULTS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
- 3 Focus on Local Library

Ms. Rusk reported that the Salkum Library is in an unincorporated area with a population of about 320. The name "Salkum" means "boiling" in the language of the native Cowlitz people and is used in reference to the "boiling" waters where Mill Creek meets the Cowlitz River. The library opened in 1987 in an old school building. The current facility, formerly a convenience store, was purchased by TRL, remodeled, and opened as a library in September 1993. Salkum is second to the Naselle library in the number of non-resident cards. The Salkum Friends sponsor six-month "trial memberships" for non-residents and at the end of that time they may opt to continue using the library by purchasing a non-resident card. Although the Salkum library is a rural branch, it is a busy library. Last year's Summer Reading Program had a record 208 finishers. Library programs include bilingual story times and bilingual Internet classes. The community supports the library, including sponsorship of Summer Reading programs by Tacoma Power, TDS Telecom, and the Salkum Super Market. DeGoede Bulb Farms donates plants for the flower boxes and prizes for the adult winter reading program. The Salkum Friends have helped support the building projects at McCleary and Chehalis with "Friends Helping Friends" donations. The Friends also work with the Mountain View and Packwood Friends to provide a "Goodnight Moon" Board Book and information on raising a reader to each new mother and baby born at the Morton General Hospital. The Salkum Friends raise funds with a silent auction between

3 Thanksgiving and Christmas and hold an annual book and plant sale, scheduled this year on May 1. The Friends are also collaborating with the Lewis County Master Gardeners in a community garden project next to the library. The garden will serve as a demonstration garden with interpretive signage, and there are plans for children's programs and garden features. It will also provide a place for the East Lewis County Master Gardeners to do their required service hours without having to drive to Centralia or Chehalis. Ms. Rusk thanked Salkum Friends President Barbara Eastman for her help, for being instrumental in all of the Friends' projects, and keeping the flower boxes looking great. Ms. Eastman informed her earlier today that the Master Gardeners received a grant from Walmart, including two \$100 gift certificates, which the Master Gardeners voted to use to purchase supplies for the garden project. Ms. Rusk quoted TRL's Director Jodi Reng's statement in the Winter/Spring issue of Today's Library, "I am a librarian. That means I have devoted my life to helping people cross the bridge from where they are to where they want to be." As Salkum's Community Librarian, Ms. Rusk said she is excited about this community and about the strategic planning process in which staff will consider more deeply how TRL helps communities, as well as individuals, cross that bridge. In closing, Ms. Rusk related a service story about an elderly gentleman who was looking for a horse and had heard one could find them for sale on the computer. She assisted him on the Internet. Sometime later the gentleman left a couple of messages for Ms. Rusk that he wanted to show her his horse. She expected to see photographs but instead the gentleman brought the horse to the library in his horse trailer. His friends have come to the library several times since then telling her that he still talks about how he got his horse at the library.

4 Correspondence/Public Comments/Board Comments

A. Public Comments

Mr. Bayness requested that the Board return to the former Internet policy. The major reason he objects to the current policy is because instead of him, the government has control over his 12-year old daughter's library Internet use. He found the former policy more than adequate for his family and other families because the parents had the right to choose what their children see on the Internet. Mr. Bayness said his daughter feels this strongly about the current policy as well. He commented that he and his family are frequent users of several TRL libraries. He intends to write about his concern to his elected representatives. He hopes it is not too late to put his family's learning back under parental control where it belongs. He understands that TRL only receives about \$5,000 in federal funds for Internet, which in a budget of \$13.5 million is inconsequential.

Ms. Reng said that TRL worked hard to find a good filtering product. Anyone who finds a site that they think should not be blocked may request that it be unblocked and vice versa, which places control back in the hands of the user. At the same time, it helps parents who are concerned about what their children find on the Internet. Requests to block or unblock sites first go to TRL's computer staff for review and then go to the vendor company. Frequently this happens within a few hours. Mr. Blauvelt said that the Board has struggled with this issue for several years. He personally struggled with the adoption of CIPA after the Supreme Court said it was constitutional. Because this issue was creating a public nightmare, it was time to move on with the policy so that the library could promote Internet rather than defend it all the time. We are sending a clear message that we do care about what children see and the current policy seems to meet the restrictions on access. Ms. Fund said, as a conservative member of the Board, she too struggled with how TRL was doing

- 4A business when she first came on the Board. Filtering products have come a long way in the last several years. TRL has built in a mechanism for people to request sites to be unblocked or blocked. Since TRL is tax supported, we need to look at the whole community and at the political aspects. With a tighter budget, turning down \$5,000 is an issue for TRL.

Mr. Bayness suggested that since about half of the people served in the district carry library cards, that TRL query users about their preference instead of basing a decision on only those people who find time to come to meetings. Mr. Blauvelt agreed that an opinion from every parent in the district would have been helpful. TRL mailed out about 64,000 letters to parents in the previous Internet policy and got only a 3% response. He encouraged Mr. Bayness to write to his elected representatives and to let us know what their responses are.

Ms. Meyer said this has been a difficult issue for the Board. We are in another phase and we hope the current policy works for most of the community. The Board wants to hear from library users. Mr. Weaver suggested that Mr. Bayness discuss this issue further with Ms. Reng and review the information the Board gathered. Mr. Blauvelt suggested Mr. Bayness go to the American Library Association's website, ala.org, to see what is happening throughout the U.S. as libraries are making decisions about Internet access.

B. Board Comments

Ms. Fund recently attended a meeting where Gov. Locke spoke about promoting trade with China. He talked about sending apples to China and that he and his children eat apples while reading a book. Ms. Fund had previously presented Gov. Locke with a book in Chinese and English and he told her that was their favorite book. Gov. Locke had good things to say about TRL.

5 Approval of Minutes

04-20 ART BLAUVELT MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES REGULAR MEETING OF MARCH 24, 2004, AS DISTRIBUTED; PAT SHULTS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

6 Information Items

A. Long Range Plan Timeline

Ms. Reng presented a summary of activities timeline for the Long Range Plan process (attached to the original of these minutes). One item not included is an additional map study in July to reflect use of some of the libraries during tourist season. For the most part, we are on schedule in the process. Ms. Shults asked about the notation in June or July of possible action by the Board, based on information reported to date. Ms. Reng responded that she thought that would be a good time to consider any changes to the timeline or activities.

6 B. Marketing Workshop

Ms. Reng presented the agenda for the Marketing Workshop on May 8. Attendees will review TRL's strengths, weaknesses, opportunities, and barriers and come up with a plan for marketing the library into the future.

C. ESD Sites

Ms. Reng presented a report on the ESD Grant project (attached to the original of these minutes). About a year and a half ago, Century 21 provided grant funds to ESD 113, through which several schools connected with TRL. Collection funds were available and TRL trained school library personnel on the use of our automated system. TRL's courier system also delivers to these locations, and we have budgeted courier service through the end of this year. The grant funds run out on May 13. Ms. Reng has been contacting the Superintendents of the participating schools and her written report is an update of those contacts and whether or not the schools wish to continue this partnership. The school superintendents have been advised that they will need to help with the costs. Those schools that wish to continue are in the process of approaching their boards and looking at grants to help continue their connection with TRL.

D. CIPA Implementation

Included in the Board's notebooks was a Fact Sheet on the new Internet Use Policy and CIPA Implementation Plan, what the screens look like when someone signs onto Internet, and the news release that was sent out about implementation of the new policy (attached to the original of these minutes). A poster has been placed at every computer advising people of the changes. Mr. Blauvelt requested that staff time be assigned to compiling a history of how the Board reached its current policy.

E. Map Project

Ms. Reng referred to the preliminary report in the Board's notebooks regarding the Map Project. Included in the report is a colored picture of each library's map followed by comments by each branch head of their interpretation of the placement of pins. After the second map study in July, the two studies will be compared and additional comments will be included in the report.

7 Unfinished Business

A. Limiting Free Computer Printouts

Ms. Reng provided the Board with information regarding the types of services that the TRL Board might consider charging fees for. There are important philosophical decisions that need to be made before making a decision on whether or not to charge fees. There are security concerns, and procedures would have to be developed on how the money would be handled. We would have to install cash registers in each library or staff would have to write receipts. Several Board members expressed concern with charging for printing in counties that have high unemployment because some people's only access to computers is in the library. Will TRL's insurance cover theft or would staff have to be bonded? Is the amount of money we would collect worth the additional procedures that would need to be

7A established? There are issues of accountability, public relations, and public trust. More data is needed to know how extensive the problem really is. There was discussion about interlibrary loan costs. Staff commented that because of the copyright law, we are seeing more charges for articles. Because of cutbacks at the State Library, TRL is also seeing more requests for ILLs from state employees. Would charging fees focus on only specific segments of the population? The Board requested that staff be more proactive regarding patron's printing practices. It was agreed that staff will collect anecdotes regarding printing experiences in the libraries; review the present signage in libraries regarding printing including an explanation of how to print just a selection; collect data on interlibrary loan costs, including multiple requests and requests by state agencies; research the possibility of obtaining free disks to give people to download information from the computer.

B. Confidentiality of Library Records Policy

04-21 DICK NICHOLS MOVED TO ADOPT THE CONFIDENTIALITY OF LIBRARY RECORDS POLICY, WHICH SUPERCEDES RESOLUTION NO. 84-2; ART BLAUVELT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

C. Workshops

It was agreed that the Long Range Plan workshop would be held on October 16. The Board will meet in two midsummer workshops on July 12 and July 14, 6:00-9:00 p.m.

8 New Business

A. Budget Planning for 2005

Mr. Wuerth presented a summary of the proposed Initiative 864 and its effect on TRL (attached to the original of these minutes). If the initiative gets on the ballot and passes, it would be a loss to TRL of about \$4.1 million. About 98% of TRL's revenue is related to our levy rate, including property taxes, city contract fees, interest income, and timber revenue. The Department of Revenue has issued an opinion that if a taxing district has had a permanent lid lift approved that I-864 would have no effect. TRL has never had a permanent lid lift. In order for I-864 to have no effect on TRL, we would need to pass a levy lid lift by November 2004. Regardless of whether or not I-864 gets on the ballot and passes, we still need to consider a lid lift because our levy rate is dropping each year due to the 1% limitation by I-747. Mr. Nichols is volunteering his time outside of library hours to put together a PAC to start gearing up soon in order to be ready to put something on the ballot this year. This matter will be on the May and June agendas. An information sheet will be finalized by July 12 for the Board's first mid-summer workshop.

The meeting recessed at 9:27 p.m. and reconvened at 9:34 p.m.

9 Voucher Approval

04-22 JANELLE WILLIAMS MOVED TO APPROVE PAYROLL AND PAYROLL RELATED VOUCHERS NO. 37392 THROUGH NO. 37604 FOR MARCH 2004 IN THE AMOUNT OF \$857,065.63; ART BLAUVELT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

9  
04-23

JANELLE WILLIAMS MOVED TO APPROVE VENDOR VOUCHERS NO. 75516 THROUGH NO. 75842 FOR APRIL 2004 IN THE AMOUNT OF \$368,826.50; ART BLAUVELT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

10 Board Reports

A. Regional Planning Councils

Ms. Roose attended the last Thurston Regional Planning Council meeting. She mentioned I-864 at the meeting and most members said they would be preparing two budgets for 2005. Mr. Wessells will report on the Grays Harbor and the Pacific Councils of Governments meetings next month.

B. Policy Review Committee

Ms. Meyer reported that the Policy Review Committee reviewed the following policies this afternoon: Web Server Space for Friends, Boards, Cities, and Counties; Non-Resident Borrower Fees; and Public Access to Library Records. These policies will be presented to the Board next month.

C. Boards and Friends Forum

Ms. Meyer reported that she considered the Boards and Friends Forum a worthwhile effort with an excellent agenda. She thanked those who were responsible for hosting this year's forum in Mason County.

11 Director's Reports

A. Financial, Business Manager's Report

Mr. Wuerth's Financial and Business Manager's reports were presented. Disbursements and revenues are within budget. We are seeing the effect of the rise in gas prices.

B. South Bend

This matter was postponed until next month.

C. Public Services

The March 2004 and the January-March 2004 statistics were presented. Ms. Roose encouraged everyone to read the Service Stories presented in March (attached to the original of these minutes). The Outreach report was presented and is attached to the original of these minutes.

D. Hoquiam

Mr. Blauvelt understands that the City of Hoquiam is considering annexation to the library district. Staff advised that city officials and the Hoquiam Board have been discussing

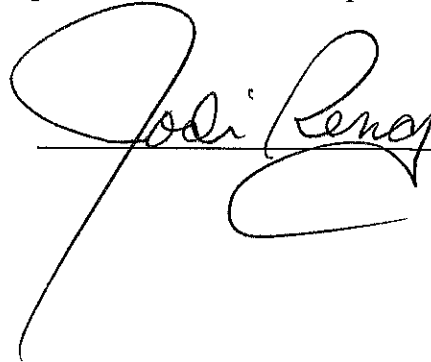
11D annexation. TRL will provide the city with information and staff will attend any meetings where annexation is discussed.

Due to the late hour, Ms. Fund, who reviews at the end of each meeting the action items, agreed to send the list to the Executive Secretary to include in the minutes. The staff's action items from this meeting are as follows: (1) assign someone to track history of Internet decision-making, including data upon which decisions have been made, as well as present experiences; (2) collect anecdotes re printing experiences in the libraries; (3) review present signage in libraries regarding printing; (4) collect data on interlibrary loan—multiple requests and requests by state agencies; (5) research whether TRL can obtain free disks; (6) on information regarding future budget projections, indicate “new construction revenue included”; (7) prepare information regarding options, including levy lid opportunities; (8) by July 12, information sheet will be finalized—“Perfect Storm”. Action item carried forward: (1) the next HR report will compare applicant data with census data.

Ms. Meyer requested an Executive Session pursuant to RCW 42.30.110 for the purpose of discussing personnel matters. The Executive Session began at 9:50 p.m. and ended at 10:05 p.m. There was no further business and the meeting adjourned.



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President



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Secretary