

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Yelm Timberland Library, 210 Prairie Park Street, Yelm, WA 98597

September 28, 2005

MINUTES

BOARD MEMBERS PRESENT: Edna Fund, President; Jo-Ann Andrews; Peggy Meyer; Dick Nichols

BOARD MEMBERS EXCUSED: John Braun; Pat Shults-Runge; Gene Weaver

STAFF PRESENT: Bette Anderson; Kristin Blalack; Tracie Clawson; Judy Covell; Alex Duncan; Susan Hanson; Corene Jones-Litteer; Jodi Reng; Sandra Sebbas; Mike Wessells; Art Wuerth

GUESTS PRESENT: Harold Jacobson; Ruth Jacobson; Pam Walker

President Fund called the meeting to order at 7:01 p.m.

AGENDA ITEM
NO.

1 Mr. Nichols led the Pledge of Allegiance. Ms. Fund shared information from the ALA website (www.ala.org) on "52 Ways to Use Your Library Card (For Each Week of the Year)." Included were trace your family tree, check your stock portfolio, or plan your next vacation. Number 52 on the list was to 'find a quiet spot, curl up with a good book and enjoy.'

2 Introductions were made

3 Approval of Agenda

05-40 JO-ANN ANDREWS MOVED TO APPROVE THE AGENDA; DICK NICHOLS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4 Focus on Local Library

Kristin Blalack, community librarian for the Yelm Timberland library, welcomed the Board and guests to the "fastest growing city in Thurston County." Yelm has grown by at least 7% a year. The Yelm library serves a broad area, from South Pierce County, east to Eatonville, west to Lacey and south to Rainer and even Tenino. The building came about through a partnership of Prairie Park Properties, Timberland Regional Library and the support of the local Friends group. About 400 patrons a day visit the library, which has seven pc's with internet and Microsoft applications. Yelm's circulation is comparable to that of Aberdeen. Ms. Blalack thanked the Board and guests for coming.

5 Correspondence/Public/Board Comments

A There were no public comments

B There were no Board comments

6 Director's Report

A Story of Raven

Ms. Reng read a story written during the Systematic Development of Informed Consent seminar. The story is titled *How Raven Created the Public Library*, and is written by John Ashenhurst, Trustee, Orcas Island Public Library.

B Timberland Reads Together update

Ms. Covell gave a brief update on Timberland Reads Together *The Secret Life of Bees*. An event was held at The Evergreen State College, and was moderated by Ms. Reng. There were excellent speakers and the event went well. It was filmed and will be shown on TCTV at a future date. Copies will be available at the library after editing. Other events will be held in Amanda Park, Aberdeen and the Washington Center for the Performing Arts. One thousand dollars has been donated from the Wells Fargo Foundation, and a five thousand dollar grant has been applied for from Humanities Washington. Ms. Covell shared comments from evaluations that have been received so far.

C Ilwaco building project update

Mr. Wessells stated that the architect for the Ilwaco building is Jack Williams, a Seattle architect, formerly from Ilwaco. At this time, it appears that the cost estimate for the project will be around \$1.8 million. There will be a meeting on October 11 to discuss this. The library will possibly be eligible for a Community Development Block Grant, and the Pacific Council of Government will be vital in the application for the grant. The Board gave Mr. Wessells kudos for all the work that he has done with this project.

D Shared collection update

Ms. Covell explained what shared collection is, what the goals are and how statistics will be taken. There will be a staff survey to measure outcomes during and at the end of the experiment. Ms. Covell reiterated that this is an experiment. Mr. Nichols stated that he appreciated the systematic way that the experiment was being done.

E Benefits renewal update

Ms. Duncan presented the 2006 benefit renewal rates. Ms. Duncan also reminded the Board of All Staff Day which will be held September 26 at the Southwest Washington Fairgrounds in Chehalis. It will start with a continental breakfast at 8:30 a.m.

F Public Services – August 2005 Statistics/Service Stories

Ms. Reng presented the August 2005 statistics, and encouraged everyone to read the service stories.

G Financial Report

Mr. Wuerth presented the financial report.

6 Voucher report

Mr. Wuerth commented on various vouchers and answered questions that arose last month.

7 Consent Agenda

05-41 DICK NICHOLS MOVED TO APPROVE THE CONSENT AGENDA, REMOVING ITEM D TO THE NEXT MEETING, (AUGUST 27, 2005 MEETING MINUTES; PAYROLL VOUCHERS #41403-#41625 FOR AUGUST 2005 IN THE AMOUNT OF \$884,826.83; OTHER VOUCHERS #80387-#80692 FOR SEPTEMBER 2005 IN THE AMOUNT OF \$390,426.08); PEGGY MEYER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

8 Unfinished Business

There was no unfinished business.

9 New Business

There was no new business.

10 Reports to the Board

A Policy Review Committee Report

Ms. Meyer stated that the Major Gift Solicitation policy had been reviewed and should be on next month's agenda. Also reviewed was the Naming policy. Different ways donors could be recognized was discussed.

B Facilities Committee Report

Ms. Reng met with Mr. Hanson and Mr. Anderson in Rochester to discuss the contract for the Rochester project. At this time, Ms. Culp and her team are working out the bugs for the kiosk. The projected time to have the Rochester service point up and running is the beginning of November.

C Regional Planning Councils

Ms. Jones-Litteer stated that she had nothing to report from the regional planning council. Mr. Wessells stated that the planning council had a report from the EDC on working smart by arranging your workspace. He felt that this could be applicable to the library. Mr. Wessells stated that the Grays Harbor County Council of Governments is helping the Westport project with grant application. Mr. Wessells stated that our membership in the Council of Governments is a good decision, and we benefit from it in many ways. Mr. Nichols stated that Thurston County had no meeting last month. He mentioned that there is

a proposal to do a water study for the county. The outcome may play a major effect on Timberland, depending on where long term significant growth is projected.

D Budget Committee Report

The budget committee will meet Tuesday, October 4, at 7 p.m..

E WILL

Ms. Meyer stated that she had an enjoyable time at WILL, and especially at Pat Wagner's workshop, "Leaving Sacred Cows Behind." Ms. Meyer also enjoyed Steve Duncan's presentation on the Legislative picture. She also had the opportunity to talk to the directors from Sno-Isle and Mid-Columbia. Ms. Meyer stated it was very worth while. Ms. Andrews agreed. She attended Armory Peck's workshop on new trustees, and Pat Wagner's workshop. Mr. Nichols added that he felt that Pat Wagner's out of the box thinking was very beneficial. Perhaps she could be invited to an All Staff Day. Ms. Fund passed out her "Top Five" list of things she enjoyed at WILL.

F Foundation planning

Mr. Nichols gave a report on the Foundation. The Foundation has agreed to be the fiscal agent for the Gates Grant. This will help the Foundation in leveraging future grants. The Foundation Board will be visiting the various Friends groups and conducting informal talks to gather information for the development of their Strategic Plan. The workshop for the Strategic Plan will be held in Montesano on February 4, 2006. The annual event for the Foundation will be held tomorrow at the Capital Rotunda, from 7 to 9 p.m. On September 13-20, 2006, the Foundation will host J.A. Jance on the "Mysteries on Alaskan Waters" cruise.

G Focus of the Month

Ms. Hanson presented information on the Bill and Melinda Gates Foundation, and the Grant that the Library will receive for upgrade of public access computer hardware. The featured database of the month was the Magazines and Newspapers Catalog, which provides a complete library listing of periodical holdings at the issue level.

Action items carried forward.

Director will complete a financial and organizational review by December 2005 per the "Direction to Executive Director From the Board of Trustees December 2004."

Trustees will be prepared to answer the question "What have you done for your library?" at the next meeting.

There was no further business and the meeting adjourned at 8:40 p.m.



President



Secretary