

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Service Center, 415 Tumwater Blvd., Tumwater, WA 98501

November 16, 2005

MINUTES

BOARD MEMBERS PRESENT: Edna Fund, President; Jo-Ann Andrews; John Braun; Dick Nichols; Pat Shults-Runge; Gene Weaver

BOARD MEMBERS EXCUSED: Peggy Meyer

STAFF PRESENT: Bette Anderson, Judy Covell, Gwen Culp, Alice Goudeaux, Susan Hanson, Sally Nash, Chris Peck, Jodi Reng, Carole Watson, Art Wuerth

GUESTS PRESENT: Lauren Culp, Mike Crose, John Inverso

The Board met in a public hearing to review the 2006 budget, beginning at 6:05 p.m. Mr. Wuerth presented the preliminary budget dated October 26, 2005. A copy is attached to the original of these minutes. The Budget Workshop ended at 6:50 p.m. and President Fund called the regular meeting to order at 7:10 p.m.

AGENDA ITEM

- 1 Mr. Nichols led the Pledge of Allegiance.
 - 2 Introductions were made. Each Trustee answered the question, "What have you done for your library this month?"
 - 3 Approval of Agenda
- 05-46 PAT SHULTS-RUNGE MOVED TO APPROVE THE AGENDA AS PRESENTED; JO-ANN ANDREWS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
- 4 Focus on Local Library
- Due to the Board meeting being held at the Service Center, there was no Focus on the Local Library.

5 Correspondence/Public/Board Comments

A. Correspondence

a. Letter to Aberdeen

Ms. Reng shared a letter of appreciation written by Mr. Miller from Aberdeen, to the Aberdeen library staff. He enclosed a donation to show his gratitude.

b. Letter from Pat Schults-Runge

Ms. Shults-Runge announced that she will be resigning from the Board effective January 1, 2006.

B. Public Comments

There were no public comments.

C. Board Comments

There were no Board comments.

6 Director's Report

A. Timberland Reads Together

Ms. Covell discussed the summer and fall Timberland Reads Together events. (a copy of the report is attached to these minutes)

B. Implementation Report

Ms. Reng introduced Ms. Peck who will be the Chair of the Implementation committee. Ms. Peck presented her report to the Board.

Ms. Reng informed the Board that the Human Resources Manager, Alex Duncan, will be resigning effective the end of November, to concentrate on completing her Master's Degree.

Ms. Reng introduced Mike Crose, from C&M Technology. Mr. Crose stated that he will be covering some of the Human Resource Manager's duties during the implementation process. (contracts attached to these minutes)

C. Public Services – October 2005 Statistics/Service Stories

Ms. Reng reviewed the 2005 statistics and Service Stories, making note of a story from Olympia.

B. Financial Reports

Mr. Wuerth presented the financial report.

7 Voucher report

Mr. Wuerth reported on several vouchers.

8 Consent Agenda

05-47 PAT SHULTS-RUNGE MOVED TO APPROVE THE CONSENT AGENDA, (October 26, 2005 MEETING MINUTES; PAYROLL VOUCHERS #42033 – #42069 FOR OCTOBER 2005 IN THE AMOUNT OF \$131,572.10; OTHER VOUCHERS #81004 - #81331 FOR OCTOBER 2005 IN THE AMOUNT OF \$266,218.86); JO-ANN ANDREWS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

9 Unfinished Business

The Directors Evaluation meeting was set for December 7, 2005 at 6:00pm. Ms. Fund will send the evaluation form to the Board. Mr. Nichols requested that Ms. Reng email her goals and objectives for the past year to the Board.

10 New Business

There was no new business.

11 Reports to the Board

A. Foundation Report

Dr. John Inverso gave a report on the Foundation's annual appeal, and called attention to the appeal letter in the Board members packets.

B. Facilities Committee Report

Ms. Reng gave a Facilities Committee report. The committee is developing a process by which they can look at any request for a change in service to a facility. Ms. Shults-Runge requested a policy be developed that is tied to this analysis. The January meeting date will be set up via email.

C. Regional Planning Councils

i. Thurston Regional Planning Council

Mr. Nichols stated there was nothing happening that will affect the library.

ii. Pacific Regional Planning Council

The PRPC has not met.

D. Budget Committee Report

There was no Budget Committee report.

E. Focus of the Month

Ms. Hanson presented the Focus of the Month: Timberland Regional Library Foundation's 2005 Annual Fund.

F. Other

Ms Reng reminded everyone that the Board group photo will be before December's Board meeting at 6:30 p. m. An email reminder will be sent out.

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."

There was no further business and the meeting adjourned at 8:19 p.m.

President

Secretary