

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
SERVICE CENTER, 415 TUMWATER BLVD SW, TUMWATER, WA 98501-5799

JANUARY 25, 2006

MINUTES

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

STAFF PRESENT: Corene Aiken; Tracie Clawson; Suzie Colowick; Gwen Culp; Steve Fisher; Alice Goudeaux; Susan Hanson; Rick Homchick; Kristina Kauffman; Heather King; Sally Nash; Mike Potts; Jodi Reng; Judy Weaver; Mike Wessells; Jay Windisch

GUESTS PRESENT: Helen Hepp

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

AGENDA ITEM

1. John Braun led the Pledge of Allegiance.
2. Introductions were made.
3. Department recognition.
  - a. Alice Goudeaux, manager of Central Reference, took the opportunity to introduce her department and then gave a brief history of Central Reference. Ms. Goudeaux also discussed some of the services that Central Reference offers and what is most used by patron. She then answered questions from the Board.
4. Approval of agenda.
- 06-01 JOHN BRAUN MOVED TO APPROVE THE AGENDA; JO-ANN ANDREWS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
5. Correspondence/Public/Board comments
  - a. There was no correspondence.
  - b. Public comments
    - i. Helen Hepp, member of the Timberland Regional Library Foundation, made some brief comments on the upcoming cruise, "Mystery on Alaskan Waters", and the different events that are happening around the district to promote it.

- c. Board comments
  - i. Ms. Peggy Meyer was presented a plaque, in absentia, for her service to the Timberland Regional Library, from 1997 to 2005.

6. Director's Report

- a. Structure study/Implementation calendar
  - i. Ms. Reng presented a calendar of tasks created from the structure study and the implementation report, showing the state of each task, which should be completed by April.
- b. Bridge to Tomorrow
  - i. The 2006 work plan was presented as a working document for this year. The document will also be used as a format for the quarterly report.
- c. Legislative update
  - i. Any bills which have not come out of committee by Friday are considered dead for this year. Ms. Reng will keep the Board apprised of bills as they come out of committee
- d. Building projects update
  - i. Mike Wessells presented the building report. Westport is coming along well – walls are going up and money is being raised. At Ilwaco, the final report from the architect was presented to the local board, ending the first step in the project. Plans to collect money for the next step are in progress. Corine Aiken reported on the Chehalis project. Since the building cannot be economically remodeled, an architect has been working, pro bono, on plans to build on the same spot. An anonymous donor is willing to donate 1 million dollars to the project as long as the new library is built on the hill. Questions were asked by the Board regarding plans, cost, and time frame. The Board requested that Ms. Hanson prepare some talking points.
- e. Kiosk Update
  - i. The first day the Rochester kiosk was open was January 18<sup>th</sup>. It is open from 3 p.m. – 7 p.m., 5 days a week. The grand opening will be February 23<sup>rd</sup>, from 4 p.m. – 6 p.m. Hilary Richrod will be there on the 23<sup>rd</sup> and the 24<sup>th</sup> issuing library cards. The Hawks Prairie Kiosk is set to be tentatively installed the week of February 27<sup>th</sup>.
- f. New Board appointments
  - i. President Nichols reported that Thurston County Commissioner Bob Mcleod has received some applications for the open Board position. Pacific County has received three applications, but no specific deadline has been set to appoint. Mason County has closed the date

for accepting applications, and will be moving forward in the process.

- g. Public Services – December 2005 Statistics/Service Stories
  - i. Sally Nash presented the December 2005 statistics, making note of various points. Ms. Nash also presented the December 2005 Service Stories, and read a great story from Centralia.
- h. Financial Report
  - i. Rick Homchick presented the December 2005 financial report, highlighting many points throughout the report.

7. Voucher report

- a. Mr. Homchick presented the Voucher report, highlighting various warrants for the Board.

8. Consent agenda

06-02 JO-ANN ANDREWS MOVED TO APPROVE THE CONSENT AGENDA, (DECEMBER 21, 2005 MEETING MINUTES; PAYROLL VOUCHERS #42337 - #42490 FOR DECEMBER 2005 IN THE AMOUNT OF \$913,323.19; OTHER VOUCHERS #81645 - #81930 FOR DECEMBER 2005 IN THE AMOUNT OF \$434,471.21); GENE WEAVER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

9. Unfinished business

- a. There was no unfinished business

10. New business

- a. Future finances
  - i. Ms. Reng will have a report on Timberland's future library finances at the February meeting.
- b. Appointments to Regional Planning Organizations
  - i. Grays Harbor Council of Governments

06-03 JO-ANN ANDREWS MOVED TO APPOINT MIKE WESSELLS AS THE TIMBERLAND REGIONAL LIBRARY REPRESENTATIVE TO THE GRAYS HARBOR COUNCIL OF GOVERNMENT. GENE WEAVER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

06-04 JO-ANN ANDREWS MOVED TO APPOINT CHRISTINE PECK AS THE ALTERNATE TIMBERLAND REGIONAL LIBRARY REPRESENTATIVE TO THE GRAYS HARBOR COUNCIL OF GOVERNMENT. JOHN BRAUN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

ii. Pacific County Council of Government

06-05 JO-ANN ANDREWS MOVED TO APPOINT MIKE WESSELLS AS THE TIMBERLAND REGIONAL LIBRARY REPRESENTATIVE TO THE PACIFIC COUNTY COUNCIL OF GOVERNMENT. EDNA FUND SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

iii. Thurston County Regional Planning Council

06-06 GENE WEAVER MOVED TO APPOINT DICK NICHOLS AS THE TIMBERLAND REGIONAL LIBRARY REPRESENTATIVE TO THE THURSTON COUNTY REGIONAL PLANNING COUNCIL. JO-ANN ANDREWS SECONDED. THE MOTION CARRIED UNANIMOUSLY.

06-07 GENE WEAVER MOVED TO APPOINT MIKE WESSELLS AS THE ALTERNATE TIMBERLAND REGIONAL LIBRARY REPRESENTATIVE TO THE THURSTON COUNTY REGIONAL PLANNING COUNCIL. JO-ANN ANDREWS SECONDED. THE MOTION CARRIED UNANIMOUSLY.

c. Library Legislative Day

i. Registration forms are in the Board notebooks.

d. Trustee retreat

i. A Trustee workshop was suggested for the middle of the year, after the new Board members are on board. Board members were requested to give ideas for topics to Jodi within the next few weeks.

e. Other

i. The Timberland Regional Library Foundation will be having a meeting in Montesano on February 4<sup>th</sup> to work on their Strategic Plan.

11. Reports to the Board

a. Policy Review Committee Report

i. The Policy Review Committee will no longer be meeting before the Board meeting, but will meet the Tuesday one week before the Board meeting, from 2 p.m. – 4 p.m. The next meeting will be February 14<sup>th</sup> in Chehalis.

ii. The Confidentiality Policy was presented to the Board.

06-08 GENE WEAVER MOVED TO APPROVE THE CONFIDENTIALITY POLICY; JO-ANN ANDREWS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

iii. The Naming Policy will be sent out in the next packet for Board review, and will be on the agenda for the next meeting.

b. Regional Planning Councils

- i. There was nothing to report from the Thurston County Regional Planning Council.
  - ii. A report from Grays Harbor Council of Government will be on the agenda for next month.
  - iii. Pacific Council of Government discussed the continuing impact on the county because of the Lewis and Clark celebration.
  - iv. 211 is a multi agency committee that will be presented on the agenda for future Board meetings.
- c. Focus of the Month
- i. Ms. Hanson presented the Focus of the Month. The South Bend Lift project was discussed, as was the Columbia Gazetteer.

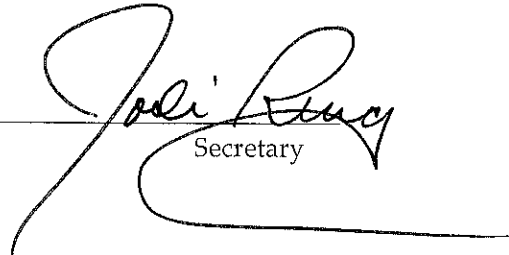
Action items carried forward.

Jodi Reng will present the Board with a plan, timetable, and cost for the classification compensation and benefits study, which shall involve classified staff participation and may include consultant services if needed.

Jodi Reng will provide a quarterly facility report to the board.

There was no further business and the meeting adjourned at 9:30 p.m.

  
President

  
Secretary

