

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
McCleary Timberland Library, 121 South 4th, McCleary, WA 98557-0660

Wednesday, March 29, 2006

MINUTES

BOARD MEMBERS PRESENT: Jo-Ann Andrews, John Braun, Edna Fund, Judy Weaver

BOARD MEMBERS EXCUSED: Dick Nichols

STAFF PRESENT: Judy Covell, Mike Crose, Gwen Culp, Gordon Earsley, Rick Homchick, Tim Mallory, Sally Nash, Gail Park, Rich Park, Jodi Reng, Mary Thornton

GUESTS PRESENT: Michael Dovolio, Janis Moore, Donnie Rostedt, Chris Rush, Bobbie Schankel, Ardyce Taylor

Vice-President John Braun called the meeting to order at 7 p.m.

AGENDA ITEM

1. Edna Fund led the pledge of allegiance.
 2. Introductions were made
 3. Approval of agenda
- 06-13 JO-ANN ANDREWS MOVED TO APPROVE THE AGENDA;
EDNA FUND SECONDED THE MOTION. MOTION CARRIED
UNANIMOUSLY.
4. Focus on the local library
 - a. Community librarian Mary Thornton welcomed the board and guests to McCleary. Ms. Thornton pointed out that the building is three years new, and came about through a partnership with the City of McCleary. The community is strongly involved with the library, and has donated quite a bit of time to the building, including the painting of the murals located around the interior. Ms. Thornton introduced City Clerk and Friend of the McCleary

Library Donnie Rostedt. Ms. Rostedt gave a brief history of McCleary. The information she presented came from the book "Out of the Woods". Mr. Davolio, the City Administrator, was then introduced. Mr. Davolio welcomed the Board and guests and discussed briefly how the city came together to build the library and how continual improvement of the library is planned.

5. Correspondence/Public/Board Comments
 - a. There was no correspondence.
 - b. Janis Moore stated that Mary Thornton was a wonderful librarian and a great asset to Timberland.
 - c. Ms. Fund mentioned Ezra Meeker day, and how Corine Aiken had put together a book list that was very well received. Judy Weaver, the newly appointed trustee-at-large for Thurston County was introduced.
6. Director's Report
 - a. Ms. Reng introduced the new employees at Timberland: Rich Park, Human Resources Manager; Gail Park, Tumwater Community Librarian; and Tim Mallory, Adult Services Coordinator.
 - b. Ms. Nash presented the building projects update. The lift at South Bend has been installed and the restroom remodeled. When the city completes repairs on the sidewalks, the lift will be open for use. The Westport project is still short of funds and other funding options will be explored. Ilwaco is preparing to raise funds for the 2.8 million that will be needed to remodel. The Chehalis building committee has begun meeting.
 - c. The Friends and Boards forum will be held April 29 at the United Church of Raymond. Registration is due April 15.
 - d. The Rochester Kiosk is in operation, and staffing issues have surfaced with the demand for extended hours. The Hawks Prairie kiosk has arrived in good condition and will be installed in the next few weeks.
 - e. Ms. Reng announced the appointment of Mason County Trustee, Peggy Johnson, and Pacific County Trustee, Bob Hall.
 - f. Ms. Covell presented a report on Timberland Reads Together. The focus for 2006 will be on local authors. The website for TRT is complete.
 - g. Ms. Culp presented the statistics for March, and explained some discrepancies from the previous year in computer service

statistics. Ms. Nash explained discrepancies in a few of the branch statistics.

- h. Mr. Crose presented the financial report. There is not much movement at the moment, other than expenditures, but that will change in May when tax revenues begin to come in. Mr. Braun asked if the budget committee had scheduled any meetings yet. Mr. Crose said that those meetings have not been scheduled, but should begin in June.

- 7. Voucher report
 - a. Mr. Homchick presented the business managers report and highlighted various vouchers.
- 8. Consent Agenda

06-14 EDNA FUND MOVED TO APPROVE THE CONSENT AGENDA; JO-ANN ANDREWS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- 9. There was no unfinished business.
- 10. New Business
 - a. Personal services contract with TRL Attorney

06-15 JO-ANN ANDREWS MOVED TO RENEW THE CONTRACT WITH CRAIG W. HANSON FOR LABOR RELATIONS, COLLECTIVE BARGAINING AND OTHER GENERAL LEGAL MATTERS EFFECTIVE APRIL 1, 2006, THROUGH MARCH 31, 2007, AND AUTHORIZED THE DIRECTOR TO SIGN THE CONTRACT. JUDY WEAVER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

- b. Declaration of surplus property.

06-16 EDNA FUND MOVED TO DECLARE SURPLUS THE ITEMS INCLUDED ON THE DEPROCESSED LIST, AND THAT A COPY OF THE LISTING BE ATTACHED TO THE ORIGINAL OF THE BOARD MINUTES. JO-ANN ANDREWS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

- 11. Discussion items on agenda
 - a. A Board workshop has been scheduled for August 26 with Pat Wagner. Her fee and travel cost will be about \$2,600, and the

workshop will be all day. Ms. Reng asked what the Board would like the topics to be. Suggestions were the future of libraries and an exercise using the "Sacred Cow" example and hints for the board working together. The new board members will be contacted regarding the date.

- b. Ms. Reng asked if any Board members will be attending ALA or WLA this year. No Board members stated that they will attend ALA, but Ms. Andrews, Ms Weaver, Ms. Reng and Mr. Crose will be attending WLA.

12. Policy Review Committee report.

06-17

EDNA FUND MOVED TO MAKE THE HUMAN RESOURCES POLICY DATED APRIL 2005 BE UNDERSTOOD TO BE THE EXCLUSIVE STATEMENT OF HUMAN RESOURCES POLICIES IN THE TIMBERLAND REGIONAL LIBRARY DISTRICT AND THAT IT BE RECONFIRMED THAT ALL FORMER HUMAN RESOURCES POLICIES ARE SUPERSEDED BY THE ENACTMENT OF THE HUMAN RESOURCES POLICY OF APRIL 2005. THIS CLARIFYING ACTION IS NOT INTENDED TO HAVE ANY APPLICATION TO THE TERMS OF THE COLLECTIVE BARGAINING AGREEMENT WITH THE STAFF ASSOCIATION OR TO ANY MATTER THAT MAY BE THE SUBJECT OF NEGOTIATIONS PURSUANT TO RCW 41.56. JO-ANN ANDREWS SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

Ms. Reng stated that a patron had requested a weapons policy be put in place. The policy committee reviewed the request and decided that Washington State law and the Patron Behavior policy cover this issue. Also, to create a weapons policy would put library staff in a potentially dangerous situation of enforcing the policy. There was a consensus that there is no need for a Weapons Policy.

- b. Ms. Nash reported on the Regional Planning Councils
 - i. Grays Harbor - cancelled.
 - ii. Pacific County – Timberland was not represented due to the meeting being held the same time as PLA.
 - iii. Lewis County EDC met. Ms. Fund attended.
 - iv. Lewis County CC met. Ms. Fund attended.

- v. Mason County EDC discussed the Washington State University extension and further networking suggestions.
- vi. Thurston County discussed future plans. It was suggested that copies of material regarding those plans be placed in the libraries so people can review them.
- c. Ms. Nash presented the Focus of the Month which covered the Encyclopedia Britannica and its many uses, as well as the Friends and Boards Forum on April 29.

Action items carried forward.

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

Trustees will discuss targeted board outreach for 2006 (taking into consideration who is the designated representative) and a list will be developed, considering Jodi Reng, Mike Wessells, Community Librarians, etc...

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

There was no further business and the meeting adjourned at 9:05 p.m..

President

Secretary