

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Service Center, 415 Tumwater Blvd. SW, Tumwater, WA 98501-5799
Wednesday, November 15, 2006

MINUTES

BOARD MEMBERS PRESENT: Dick Nichols, Edna Fund, Judy Weaver, Peggy Johnson, Jo-Ann Andrews, and John Braun

EXCUSED: Bob Hall

STAFF PRESENT: Jodi Reng, Mike Crose, Sally Nash, Mike Wessells, Susan Hanson, Gwen Culp, Jinny Burns, Christine Peck, Patty Ayala Ross, Corine Aiken, Deborah Bancroft, Carole Watson, Darlene Dunn, Nancy Schutz, Toni Costa, Ellen Duffy, Rick Homchick, Tim Mallory, Jayne Patrick, Pat Carnahan, Marian Thompson.

GUESTS PRESENT: Wes Johnson and Craig Hanson.

President Dick Nichols called the meeting to order at 7:10 p.m. and thanked everyone for coming to the meeting, which had been preceded by the public hearing on the proposed budget.

Mr. Nichols congratulated Jo-Ann Andrews on being reappointed to this Board by the Grays Harbor County Commissioners for a full seven year term expiring in the year 2013.

AGENDA ITEM

1. John Braun led the pledge of allegiance.
2. Self-introductions of all present were made.
3. Departmental Report: Business Office and Human Resources
Michael Crose, Administrative Services Manager, introduced his staff from the Business Office and Human Resources. He gave a brief description of the various positions and how each contributes to keeping the District operating.
4. Approval of agenda.
06-37 MOTION BY JO-ANN ANDREWS, SECONDED BY EDNA FUND, TO APPROVE THE AGENDA. MOTION WAS UNANIMOUS.
5. Correspondence/Public/Board Comments
 - a. A Certificate of Appreciation was signed for Pam Walker, who has been a Yelm Library Board Member for 10 years and is now resigning.

- b. None.
- c. Edna Fund stated that she had attended a conference of 25 history teachers at the Museum at which the reading list, prepared by Corrine Aiken was distributed and well received. John Braun mentioned that he had attended a Parent Teacher Conference at his oldest daughter's school. The teacher was giving out TRL library applications.

6. Director's Report

- a. Jodi Reng introduced staff member Tim Mallory and informed the Board that Tim saw an opportunity and wrote a grant proposal which will bring in \$20,000 to the District for the Timberland Reads Together program. Tim then explained that the grant is from NEA (National Endowment for the Arts) and that NEA has received funding to try to increase reading nationwide, especially reading of literature. One of the requirements of the grant is that any program that is financed with these funds must include the words "The Big Read". Tim also informed the Board that TRL is the only library in Washington to receive this grant. Tim stated that he and his committee had chosen My Antonia by Willa Cather to be the Timberland Reads Together book which will be featured in many different ways. He stated that in effect the program begins in January and runs through September. The Board will be informed in advance when there will be events that they may want to participate in.
- b. Ellen Duffy informed the Board on the successful TRL Summer Reading Program and distributed her written report. She suggested that the Board might want to read it in depth at a later time.
- c. Michael Crose stated that the Classification Study is on schedule and Rich Park would be at the next meeting to give a more in-depth report to the Board.
- b. Public Services - Jodi Reng presented the October statistics along with graphs for circulation and patron count showing the trends for 2005 and 2006. Ms. Reng stated that the audio-visual collection trends as a result of the shared collection experiment would be highlighted at the December meeting. A general discussion concerning statistics and the yearly trends ensued.

Ms. Reng asked that everyone read the October Service Stories on their own time, as there were many great stories this month.

- c. Buildings Report – Mike Wessells reported that the new Westport Library is finished (except for a couple of items the building contractor is taking care of) and the Grand Opening will be on December 9 at 1:00 p.m. Mr. Wessells stated that with regard to the proposed new Chehalis Library, the architect has scheduled public meetings to get input from the community

on the proposed new building. The first meeting would be in Chehalis on November 28 at 6 p.m. and on December 5 at 6 p.m. another meeting would be held in Adna. All are invited.

- d. Community Reports – Mr. Wessells reported that he had been involved in five meetings concerning the new library in Westport and five meetings concerning the proposed new Chehalis library. In addition, Mr. Wessells is filling in at the Hoquiam Library until a new library manager is hired. Mr. Wessells informed the Board that the City of Hoquiam had honored Margie Philbrick for all her efforts at the Hoquiam Library. Mr. Wessells also had participated in various children's reading programs throughout the District.

Mr. Wessells introduced Sally Nash, Manager of Public Services, who informed the Board that library managers also represent the library in the community such as Gail Park, Tumwater Library Manager, has been elected to the Tumwater Chamber of Commerce Board of Directors for 2007 and 2008; Emily Popovich, Raymond Library Manager, is the Secretary of the South Bend Kiwanis; Corine Aiken, Chehalis Library Manager, is the Secretary of the Chehalis Rotary Club; and she herself is the President of the Tumwater Kiwanis.

Dick Nichols stated that he attended the Thurston Regional Planning Council. He said that the Hawks Prairie area is going to be developing even further with the addition of Cabellas store which will provide 4,000 jobs to that community. The plans call for another planned community around Cabelas which will include condominiums, other stores and amenities. The City Manager of Lacey has said he would like to see a library at Hawks Prairie. Mr. Nichols and Mike Wessells will follow up on this.

Mr. Nichols also spoke about the Early Childhood Learning luncheon sponsored by United Way and other organizations which he and some staff members had attended. United Way has a program called Success by Six concerning the literacy campaign. There is talk of putting on the ballot a year from now a measure to increase the sales tax by .03% for operating the new justice center and part would be used for prevention and intervention. A portion of the funds would be earmarked for services that have to do with young children including early learning and literacy. Mr. Nichols will be presenting this proposal to the Board of Commissioners in December and if the proposal moves forward to be placed on the ballot, Mr. Nichols will be the campaign chairman for the proposal. Mr. Nichols stated that if the measure goes forward to the ballot, it will be an opportunity for the District.

- e. Before presenting the Focus of the Month, Susan Hanson, Communications Manager, informed the Board that a new reporter for the

Olympian had been at the budget hearing just prior to this meeting. Ms. Hanson explained whenever she is aware of a new reporter within our library district, she makes a point of meeting with the person to give them an overview of what the library does and how our financing works. She asked the Board to let her know if they know of any new reporters in their area so that she or her staff can make sure the reporter has the correct facts or will know where to get these when writing about the district.

Ms. Hanson gave a brief overview of the two databases of the month NoveList and What Do I Read Next and how to use these resources to enhance reading options. Ms. Hanson then reported to the Board about the publicity part of the Big Read grant program that Mr. Mallory had presented earlier in the meeting..

A ten-minute break was called. The meeting came back to order at 8:35 p.m.

Mr. Nichols announced that there was no need to hold another Budget Committee meeting and therefore the November 20 meeting was cancelled.

7. Financial Report - Michael Crose presented the financial report, highlighting various expenses and revenues that have occurred during the normal course of business. Mr. Crose stated that we are in good shape with revenues collected and expenditures to date. We are 83.3% through the budget year and we are 76.6% through expenditures as adopted and approved by the Board for 2006 which means we are under-spent so far this year. Mr. Crose stated that Timberland is in good financial shape with the property taxes coming in and he is awaiting the timber tax revenues.
8. Voucher Report - Mr. Crose presented the voucher statements and stated that the voucher report showed the normal flow of business. However, he pointed out voucher #84743 to Public Sector Personnel Consultants for \$6,000 and that we now expended 44% for our contract with them on the classification study. In addition, voucher #84807 to High Country Woodworking for the new circulation desk in the Westport Library which is owned by TRL. In addition, Mr. Crose stated that we have received reimbursements of approximately \$1800.00 for continuing education from the State Library through the efforts of Nancy Schutz.
9. Consent Agenda
06-38 JO-ANN ANDREWS MOVED TO APPROVE THE CONSENT AGENDA;
EDNA FUND SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
10. There was no unfinished business.
11. New business.
 - a. Naming Policy. Jodi Reng stated that a request would be coming forward in December concerning the naming of the proposed new Chehalis library

and that paragraph 4.2.2 of the TRL Naming Policy sets forth the requirements for a naming opportunity or a recommendation to a governing body for the suggested naming. In this case, the donor has pledged an amount of at least 50% of the cost of the building. After discussion, the Board agreed that if all of the criteria in the Naming Policy are met, the Board will follow the policy.

12. There was no discussion item.

13. EXECUTIVE SESSION – Negotiations

Mr. Nichols stated there would be a brief Executive Session and then the meeting would be called back to order and adjourned.

Mr. Nichols called the meeting to order at 9:10 p.m. There was no further business and the meeting adjourned at 9:11 p.m.



President



Secretary

