

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Olympia Timberland Library
313 8th Avenue SE, Olympia WA 98501-1307
Wednesday, October 24, 2007

MINUTES

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

STAFF PRESENT: Jodi Reng, Michael Crose, Sally Nash, Gwen Culp, Jeff Kleingartner, Judy Covell, Mike Wessells, Rich Park, Nancy Schutz, Tim Mallory, Victoria Wortberg, Ellen Duffy, Cheryl Heywood, Ruta Maeda, Carrie Dye, Jamie Allwine, Amy Pavletich, Adrienne Doman, Jinny Burns, Christine Peck, Deborah Baker Receniello, Selina Gomez-Beloz and Marian Thompson.

GUESTS PRESENT: Jean Finely, Wes Johnson and Board Attorney, Craig Hanson.

President John Braun welcomed everyone and apologized for the late start to the meeting due to the Board Budget Workshop that preceded the meeting. He then called the meeting to order at 7:30 p.m.

AGENDA ITEM

1. Jo-Ann Andrews led the pledge of allegiance.
2. Self-introductions of all present were made.
3. Approval of Agenda --
07-39 DICK NICHOLS MOVED TO ACCEPT THE AGENDA FOR THE MEETING AND JO-ANN ANDREWS SECONDED THE MOTION. MOTION APPROVED UNANIMOUSLY.
4. Focus on the Local Library – Cheryl Heywood briefed the Board on various statistics since the Board last visited Olympia in 2004. She highlighted areas such as staff, new programming, Friends, community involvement, outreach, and upcoming projects.

Cheryl then introduced Mayor Mark Foutch. Mayor Foutch thanked the Board for coming to Olympia and gave a brief history on the efforts to get a bigger library including two bond issues that were rejected. Mayor Foutch stated that he would be retiring in two months. Mayor Foutch presented a book to the Olympia

Library titled "The Show is on the Podium" about his father which was written by and autographed by his son, Paul R. Foutch.

5. Correspondence/Public/Board Comments

- a. No Correspondence.
- b. There was no public comment.
- c. Board Comment –Dick Nichols expressed thanks to Mayor Foutch for his 16 years of public service to the community and stated Mr. Foutch will be missed.

Edna Fund asked Cheryl Heywood to explain the Sylvester Window Project .

Bob Hall requested information on why the Rosetta Stone was cancelled from our library system.

6. Executive Director's Report

- a. Jodi Reng reminded the Board that they had received her monthly and quarterly progress reports with their packets and she was available to answer any questions they might have.
- b. Nancy Schutz reported on All Staff Training Day and on the new Supervisor 101 Training Course, developed by TRL staff, which will be presented to all 70 of the TRL supervisors in the first quarter of 2008.
- c. Tim Mallory spoke about Adult Programs, specifically Adult Winter Reading and Adult Literacy programs, and the Remembering Aloud programs. He reminded everyone about the BiFolkal kits which are a sort of a "Program in a Box" for senior adult programs. In addition, we have submitted another grant application called Smart Investing in Your Library which would help us reach busy people and help them how to invest their money and not become victims of financial scams.
- d. Ellen Duffy reported on the successful Summer Reading program and the impact on children and families through this great program.
- e. Tim Mallory presented the quarterly statistics and answered questions.
- f. Jodi Reng reminded the Board that there were some great service stories from our libraries that could be read at their leisure.
- g. Buildings Report – Michael Crose stated that the new Chehalis building is proceeding on schedule and site work is almost finished. The Notice to Proceed should be issued within a week.

Mr. Crose stated that the Ilwaco building remodel should go out to bid in January with work commencing in March 2008. Mr. Crose also stated that there had been a meeting with Lacey officials concerning a TRL branch at Hawks Prairie which may be going forward within five years. He also stated that Jodi Reng had been invited to speak to the Olympia City Council and although she only had three minutes, it appears that another branch in Olympia may be in the planning for five to ten years from now. In addition, meetings are still happening concerning a new location in Yelm within five years. We met again with South Puget Sound Community College about a partnership library. The State has a matching fund to match \$2 million in privately raised funds. Nothing new or additional concerning Winlock.

- h. Community Reports – Mike Wessells spoke about several community partnership opportunities. He also reminded the Board that the annual Friends and Board Forum will be in Shelton and the date may be in early March.

Mr. Wessells stated that the Nisqually Tribe had approached him about the possibility of TRL putting a kiosk in their new tribal center which is located near the Red Wind Casino. They will have paid staff there as well as rare books and artifacts that will bring people in. TRL couriers drive right past the facility. He also pointed out that the RCW allows TRL to serve Native Americans even though they do not pay property taxes for libraries if they live on tribal lands.

- i. Chehalis Capital Campaign – Victoria Wortberg presented the Chehalis Capital Campaign.

The President called for an 10 minute break. Meeting came back to order at 9:08 p.m.

- 7. Financial Report – Michael Crose presented the financial report, highlighting various expenses and revenues that have occurred during the normal course of business.
- 8. Voucher Report - Mr. Crose presented the voucher statements and declared that the voucher report showed the normal flow of business.
- 9. Consent Agenda
07-40 DICK NICHOLS MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDES THE MINUTES OF THE SEPTEMBER 19, 2007 BOARD MEETING, PAYROLL VOUCHERS #46211 THROUGH #46375 IN THE AMOUNT OF \$1,091,568.59; AND OTHER VOUCHERS #87852 TO #88209 IN THE AMOUNT OF \$576,790.46); PEGGY JOHNSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

10. Unfinished Business – Aberdeen Annexation – Mr. Crose reminded the Board that the city of Aberdeen had adopted Ordinance No. 6443 stating the intent of the city to join Timberland Regional Library District through annexation, if approved by the voters in May 2008. It is now necessary for TRL to concur with and approve the annexation by resolution.

RESOLUTION 07-01 A RESOLUTION APPROVING THE ANNEXATION OF THE CITY OF ABERDEEN TO THE TIMBERLAND REGIONAL LIBRARY AND SETTING FORTH THE CONDITIONS FOR APPROVAL WAS MOVED BY JO-ANN ANDREWS, SECONDED BY EDNA FUND AND PASSED UNANIMOUSLY. A COPY OF THE RESOLUTION WILL BE ATTACHED TO THESE MINUTES.

11. New Business –

- a. 2008 Budget – Michael Crose explained that it is necessary at this time for the Board to approve a preliminary budget so that the County Commissioners can be notified by November 30 as required by law. Mr. Crose said the final budget would not be approved by the Board until December after we receive financial information from the five counties and the state. After discussion

07-41 IT WAS MOVED BY BOB HALL, SECONDED BY JO-ANN ANDREWS TO ADOPT THE PRELIMINARY BUDGET PRESENTED AT THE EARLIER WORKSHOP. MOTION APPROVED UNANIMOUSLY.

- b. Nisqually Kiosk – A lengthy discussion ensued about the kiosk.

BOB HALL MOVED TO ASK THE NISQUALLY TRIBE TO PAY FOR CAPITAL COSTS OF THE KIOSK AND EDNA FUND SECONDED THE MOTION. DICK NICHOLS URGED THE BOARD MEMBERS TO VOTE NO. THE MOTION WAS DEFEATED.

DICK NICHOLS MOVED TO PROVIDE A KIOSK FOR THE NISQUALLY TRIBE. MOTION SECONDED BY JUDY WEAVER. AFTER DISCUSSION, MOTION WAS DEFEATED.

John Braun suggested setting the matter aside for a month and Jo-Ann Andrews moved to refer the matter to the staff and the Policy Committee.

12. Discussion Item – Set Date for Director’s Evaluation – After discussion, the Director’s evaluation was scheduled for December 12, 2007 at 5 p.m. at the Service Center.

13. Board Reports –

- a. Jo-Ann Andrews reported on the WILL Conference she attended. She stated it was the best conference she has ever attended and urged the Board to attend next year when it will be in Olympia. Ms. Andrews also suggested that Glen

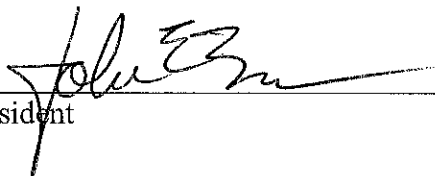
Heimstra be hired to facilitate a workshop as part of the preparation for the 2009 Strategic Plan meeting.

- b. Facilities Committee – Dick Nichols asked the Board for conceptual approval of a Building Fund Policy which would be referred to the Policy Committee for formal editing.

07-42 IT WAS MOVED BY DICK NICHOLS, SECONDED BY BOB HALL, TO ADOPT THE CONCEPT FOR THE BUILDING FUND AND REFER IT TO THE POLICY COMMITTEE TO CONVERT IT TO A FORMAL BOARD POLICY. THE MOTION PASSED UNANIMOUSLY.

The President adjourned the meeting for an Executive Session at 10:14 to discuss potential litigation.

The President called the meeting to order at 10:44 and there being no further business, the President adjourned the meeting at 10:45 p.m.



President

Secretary