

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Elma Timberland Library
Wednesday, March 19, 2008

MINUTES

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

STAFF PRESENT: Jodi Reng, Sally Nash, Jeff Kleingartner, Mike Wessells, Tim Mallory, Gwen Culp, David Seckman, Mary Thornton, Alison Thurman, Donna Simms, Shari Starkey, Carol Merritt, Valerie Jester, Karen Kienenberger and Marian Thompson.

OTHERS PRESENT: Debbie Thurman, Helen Hepp, Sherry Rudrud, Alice Knight, Delores Allen, Phyllis Shannon, and Marti Wolek.

President Jo-Ann Andrews welcomed everyone and then called the meeting to order at 7:00 p.m.

AGENDA ITEM

1. Judy Weaver led the pledge of allegiance.
2. Self-introductions of all present were made.
3. Approval of Agenda –
08-07 BOB HALL MOVED TO ACCEPT THE AGENDA FOR THE MEETING AND JUDY WEAVER SECONDED THE MOTION. MOTION APPROVED UNANIMOUSLY.
4. Focus on the Local Library – David Seckman welcomed the Board and guests to Elma and thanked his staff and the Elma Friends for all their work to help make the evening a success. David gave a brief history of the Elma Library, beginning in 1938 to the present. The Elma Library is open six days a week and has approximately 300 visitors each day. The community uses the library meeting room about 20 times a month.

Mr. Seckman introduced Councilmember Debbie Thurman who, on behalf of the Mayor, thanked everyone for coming to Elma and holding their meeting here.

5. Correspondence/Public/Board Comments

- a. There was no correspondence.
- b. Public Comment – Marti Wolek stated how happy she is with the TRL library system and how it has helped her to homeschool her child who has special needs. She stated that without the library she would not have had the resources to help her child.
- d. Board Comment – Edna Fund commended staff for the database newspapers.com and she told how it helped her get information going back to 1880 on the Lewis County floods.

Jo-Ann Andrews commended those responsible for the Helmi art displayed throughout the library.

6. Executive Director's Report

- a. Jodi Reng reminded the Board of the Family Read-Aloud program going on throughout the District and told about the favorable comments coming in from patrons.

Ms. Reng reminded the Board why the PLA is important to our library and she hoped that the Trustees would consider attending the next conference in two years in Portland.

- b. Market Research – Jeff Kleingartner stated that the Communications Department will be doing a quick survey in all five counties by showing people various logos, including TRL's, to see if the people recognize any of them and if so, what it represents to them. Mr. Kleingartner stated this would take approximately two days and they hoped to talk to 30 to 50 people in each county and get a cross section of people. Other than mileage, their shouldn't be any other costs for the survey. After discussion, it was agreed that Mr. Kleingartner would return to the Board in May with the results of his survey but the Board stated they would not necessarily be inclined to change the TRL logos.

- c. Service Stories – Ms. Reng suggested that the Board read the Service Stories at their leisure.
 - d. Community Relations Report – Mike Wessells reminded the Board that his written Community Relations Report had been in their packets, as well as in their binders, and asked if anyone had questions. Since the writing of his report, Mr. Wessells had been in touch with the Mayor and other people in Vader. The Mayor has a committee formed to look at the possibility of getting a library in Vader. The City Council of Vader will send a letter to the TRL Board in the next several months requesting consideration of this matter.
7. Financial Report – Jodi Reng presented the financial report, highlighting various expenses and revenues that have occurred during the normal course of business.
 8. Voucher Report – Jodi Reng presented the voucher statements, highlighting various expenses, and declared that the voucher report showed the normal flow of business.
 9. Consent Agenda
08-08 DICK NICHOLS MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDED THE MINUTES OF THE FEBRUARY 27, 2008 BOARD MEETING, PAYROLL VOUCHERS #47005 THROUGH #47156 IN THE AMOUNT OF \$1,171,872.39; AND OTHER VOUCHERS #89427 THROUGH #89677 IN THE AMOUNT OF \$361,185.99); EDNA FUND SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

The President called for a 10 minute break. Meeting came back to order at 8:15 p.m.

10. Unfinished Business –
 - a. Ms. Reng gave an explanation for many of the items that are on the list to be declared surplus and sold to the public on Saturday, April 26, at the Service Center. She stated that neither Board Members nor staff responsible for declaring items as surplus could purchase items.

08-09 JUDY WEAVER MOVED THAT THE ITEMS ON THE LIST PRESENTED BE DECLARED SURPLUS ITEMS AND AVAILABLE FOR THE PUBLIC SALE AND THAT A COPY OF THAT LIST BE ATTACHED TO THESE MEETING MINUTES AND MADE A PART THEREOF. JOHN BRAUN SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

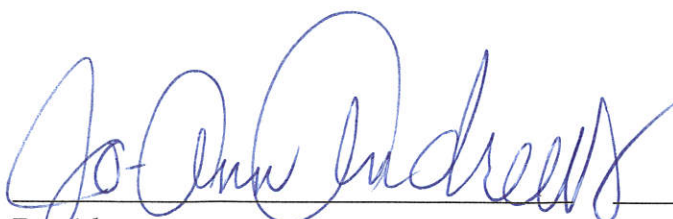
b. Agreement for legal services – After discussion,

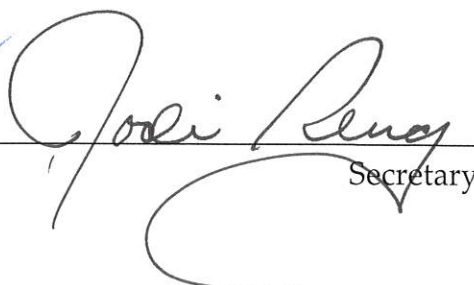
08-10 BOB HALL MOVED TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH CRAIG HANSON FOR LEGAL SERVICES FOR THE PERIOD APRIL 1, 2008 THROUGH MARCH 31, 2009 WITH NO INCREASE IN COST. JOHN BRAUN SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

11. New Business –

a. Security Committee. Dick Nichols reported that the Security Committee, consisting of himself, Jo-Ann Andrews, Jodi Reng, Michael Crose, and Sally Nash, met to discuss the security issue in our libraries. TRL has "Behavior Guidelines" for patron behavior posted in each library but it is not a Board policy. The Committee recommended that the Guidelines be written into a Board Policy and submitted to the Policy Committee. In addition, a matrix was developed for the various types of incidents and the response indicated. Incident reports will be collected and a report will come back to the Board to aid in decision-making concerning hiring security guards.

There being no further business, President Jo-Ann Andrews adjourned the meeting at 8:46 p.m.


President


Secretary