

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Tenino Timberland Regional Library
Wednesday, September 24, 2008
7:00 p.m. – Regular Meeting

MINUTES

BOARD MEMBERS PRESENT: Judy Weaver, John Braun, Bob Hall, Dick Nichols, and Stephen Hardy.

BOARD MEMBER EXCUSED: Jo-Ann Andrews and Edna Fund.

STAFF PRESENT: Jodi Reng, Michael Crose, Sally Nash, Rich Park, Jeff Kleingartner, Mike Wessells, Gwen Culp, Judy Covell, Tim Mallory, Selina Beloz-Gomez, Victoria Wortberg, Victoria Rexford, Nancy Triplett, Corrine Aiken, Jinny Burns, Emily Popovich, and Marian Thompson.

OTHERS PRESENT: Ken Jones, Alice Swidecki, Dawna Kelley, Craig Hanson.

President Pro Tem Judy Weaver welcomed everyone and then called the meeting to order at 7:00 p.m.

AGENDA ITEM

1. Bob Hall led the pledge of allegiance.
2. Self-introductions of all present were made.
3. Approval of Agenda –
08-33. BOB HALL MOVED TO ACCEPT THE AGENDA FOR THE MEETING AND JOHN BRAUN SECONDED THE MOTION. MOTION APPROVED UNANIMOUSLY.
4. Focus on the Local Library – Selina Gomez-Beloz welcomed everyone to Tenino and gave a brief history of Tenino, which was incorporated in 1906, and is the home of the original wooden money. She then gave a brief history of the Tenino Library which joined the Timberland Regional

Library in 1972. She then introduced her staff and reported on the many annual programs put on by the library.

Selina then introduced Ken Jones, Mayor of Tenino and Chair of the Thurston Regional Planning Council. Mayor Jones welcomed everyone to Tenino and told how important the library is to the community.

Alice Swidecki, President of the Friends of the Tenino Timberland Library thanked everyone for coming and gave a brief history of the Tenino Friends and what they do to promote the library.

5. Correspondence/Public/Board Comments
 - a. There was no correspondence.
 - b. There was no public comment.
 - c. Board Comment – Bob Hall mentioned that he had attended a rock concert in Tenino in 1969.
6. Executive Director's Report
 - a. Jeff Kleingartner reported on the "book brigade" taking place on October 1, consisting of 180 third grade students from R. E. Bennett Elementary School, City Council Members and others that would be passing books from the temporary Chehalis Timberland Library to the new Vernetta Smith Chehalis Timberland Library opening on October 18. He invited the Board members to come and take part also.
7.
 - a. Mike Wessells reported on the \$4,160 grant from the Grays Harbor County Commissioners that TRL has received for the Veterans' History Project to record stories of World War II veterans and the women who supported the war effort on the home front. Mr. Wessells thanked Tim Mallory for writing and submitting the grant application.
 - b. Community Reports – Mike Wessells stated that there were no additions to his written report.
 - c. Service Stories – Jodi Reng reminded the Board of the great stories from our libraries indicating what an impact TRL has on the

communities and suggested that the Trustees read them at their leisure.

The President pro tem called for a 10-minute break. The Meeting came back to order at 7:40 p.m.

8. Financial Report – Michael Crose presented the financial report, highlighting various expenses and revenues that have occurred during the normal course of business.
9. Voucher Report – Michael Crose presented the voucher statements, highlighting various expenses, and declared that the voucher report showed the normal flow of business.
10. Consent Agenda
08-34. DICK NICHOLS MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDED THE MINUTES OF THE AUGUST 27, 2008 BOARD MEETING, PAYROLL VOUCHERS #47967 THROUGH #48130 IN THE AMOUNT OF \$1,184,198.40; AND OTHER VOUCHERS #91285 THROUGH #91287 IN THE AMOUNT OF \$39,372.95 AND VOUCHERS #91292 THROUGH #91574 IN THE AMOUNT OF \$375,755.44; JOHN BRAUN SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
11. There was no new business.
12. Old Business
 - a. Levy Lid Lift - Michael Crose distributed spreadsheets, charts and graphs showing various revenue sources and how they have changed over the last several years, putting TRL in a budget crisis. Mr. Crose stated that he felt that the levy lid lift is absolutely necessary to continued library operation. In addition, Mr. Crose stated that TRL should immediately institute certain budget cuts for the current year which include:
 1. Four positions at the Service Center that were budgeted for 2008 will not be filled, saving \$150,000;
 2. Immediate hiring freeze;
 3. Sunday closure at all libraries, including those scheduled to begin Sunday hours in October. The savings will be \$100,000;
 4. Immediate cut in substitute usage whenever possible, and a cut in the substitute budget for 2009 of \$150,000;

5. In the 2009 budget, a one-time reduction of \$300,000 in the materials budget along with taking \$67,000 vendor processing out of the materials budget.

After lengthy discussion,

08-35. DICK NICHOLS MOVED TO ADOPT THE BUDGET CUTS PRESENTED BY STAFF AS FOLLOWS:

1. Four positions at the Service Center that were budgeted for 2008 will not be filled, saving \$150,000;
2. Immediate hiring freeze with no positions filled unless deemed absolutely essential by the Executive Director;
3. Sunday closure at all libraries, including those scheduled to begin Sunday hours in October. The savings will be \$100,000;
4. Immediate cut in substitute usage whenever possible. The saving will be approximately \$150,000;
5. In the 2009 budget, a one-time reduction of \$300,000 in the materials budget along with taking \$67,000 vendor processing out of the materials budget.

THE MOTION WAS SECONDED BY BOB HALL AND PASSED UNANIMOUSLY.

John Braun stated that he had run the budget figures presented by Michael Crose and determined that even if TRL was able to cut an additional half million dollars out of the budget in 2009 and another half million in 2009, we could not get an additional year to operate without a levy lid lift in 2009 for collection in 2010. He stated it was obvious that we must go for a levy lid lift in 2009 or TRL would not have enough money in reserves to continue to operate as we do today. A lengthy discussion ensued.

08-36. DICK NICHOLS MOVED THAT TRL PLACE ON THE FEBRUARY 3, 2009 A BALLOT MEASURE FOR A LEVY LID LIFT ASKING TO RESTORE THE LEVY RATE TO FIFTY CENTS PER \$1,000 OF ASSESSED VALUATION WITH THE UNDERSTANDING THAT TRL WOULD ONLY REQUEST THE AMOUNT ACTUALLY NEEDED EACH YEAR. THE MOTION WAS SECONDED BY BOB HALL AND PASSED UNANIMOUSLY.

Dick Nichols reminded the Board and staff of the importance of immediately reviewing and following the PDS guidelines to assure everyone that we will not be using taxpayer funds, paid staff time or Timberland resources to promote the levy.

13. Board Reports – Policy Committee

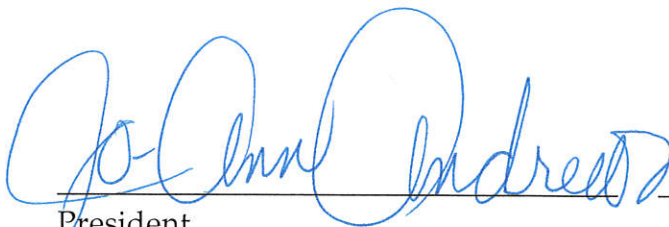
Stephen Hardy advised the Board that the Policy Committee had reviewed and approved two policies: Policy No. 6EM7 Employment Policy and Policy No. 6L48 Leave Policy. After discussion,

08-37. STEPHEN HARDY MOVED TO APPROVE POLICY NO. 6EM7 EMPLOYMENT POLICY. BOB HALL SECONDED THE MOTION WHICH WAS CARRIED UNANIMOUSLY.

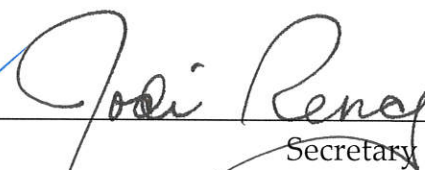
08-38. JOHN BRAUN MOVED TO APPROVE POLICY NO. 6L48 LEAVE POLICY. DICK NICHOLS SECONDED THE MOTION WHICH WAS CARRIED UNANIMOUSLY.

At 9:35 p.m., the President pro tem called for an Executive Session pursuant to RCW 42.30.110 §(g) and (i) concerning possible litigation.

The meeting was called back to order at 9:40 p.m. and there being no further business, President pro tem Judy Weaver adjourned the meeting at 9:41 p.m.



President



Secretary

