

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Lacey Timberland Library
500 College Street SE, Lacey, WA 98503-1240
Wednesday, April 22, 2009

MINUTES

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

STAFF PRESENT: Jodi Reng, Sally Nash, Judy Covell, Gwen Culp, Jeff Kleingartner, Mike Wessells, Rich Park, Gail Park, Ellen Duffy, Tim Mallory, Cheryl Heywood, Carole Watson, Pat Carnahan, Selina Gomez-Beloz, Ryan Williams, Patty Ayala Ross, Rick Homchick, Pat Chupa, Barbara Gates, Leanne Ingle, Alice Goudeaux, Emily Popovich, Christine Peck, David Seckman, Jinny Burns, Nancy Sawyer, Cherie Rusk, Roseanne Thompson, Barbara Cravens, Kristina Kauffman, and Marian Thompson.

GUESTS PRESENT: Craig Hanson, Matthew Green, Carolyn Dobbs, Lynn Busacca, and Jeanne Gruber.

President 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 –
09-15 BOB HALL MOVED TO ACCEPT THE AGENDA FOR THE MEETING AND DICK NICHOLS SECONDED THE MOTION. MOTION APPROVED UNANIMOUSLY.
4. Focus on the Lacey Library – Selina Gomez-Beloz gave a brief history of the Lacey Library and the Lacey community. Dick Nichols stated that he along with many others helped build the library in Lacey with no tax money but with a lot of fundraising.
5. Correspondence – There was no correspondence.
6. Public Comments – Matthew Green introduced himself as a campaign manager and former Olympia City Council member. He stated that after studying the

election results, he feels very strongly that TRL could succeed in getting the levy lid lift passed if the campaign were handled in a different manner and he urged the Board to think about placing another levy lid lift measure on the ballot soon.

Carolyn Dobbs, President of the TRL Foundation and former TRL Trustee, introduced Lynn Busacca and Jeanne Gruber from the Foundation Board, and gave a brief history of the Foundation. She explained why the Foundation is so important to TRL and how it plans to help even more in the future.

7. Board Comments – Judy Weaver stated that the Rochester School District had notified her that they were going to refurbish the community center with construction beginning in May. During that time, the TRL kiosk will be unavailable.

Bob Hall stated there had been two good newspaper articles in the Willapa Herald concerning the Town Hall meeting in South Bend and The Daily World about our libraries.

8. Executive Director's Report

- a. State of the Library Annual Report – Jodi Reng spoke of what we have accomplished and what we need to do in the future. Using a three-prong approach to budget cuts – reducing staff work load, cutting cost wherever possible and finding new revenue streams - will get us through these tough financial times. She thanked everyone for their help, patience and dedication.
- b. 2009 Budget Update – Because Michael Crose was on vacation, Jodi Reng answered questions from the Board on the budget. A special meeting to discuss the budget was scheduled for 5 p.m. on May 27, prior to the 7 p.m. regular meeting in Montesano. After a discussion, the Board stated that they would like to see the budget report show how the budget cuts relate to the Over-Arching Principles they adopted at the February meeting.
- c. Open Hours and Action Plan – Sally Nash reported on the Open Hours Task Force and their recommendations. After discussion, the Board approved the new library hours to go into effect on June 1, 2009.

09-16 DICK NICHOLS MOVED THAT THE BOARD CONCUR WITH THE PROPOSED NEW LIBRARY OPEN HOURS FOR THE DISTRICT WITH THE UNDERSTANDING THESE HOURS WOULD TAKE EFFECT ON JUNE 1, 2009. MOTION SECONDED BY JO-ANN ANDREWS. MOTION PASSED WITH BOB HALL OPPOSING THE MANNER IN WHICH THE ACTION PLAN WAS BEING IMPLEMENTED.

- d. Board Involvement in Action Plan – Jodi Reng presented the Budget Action Plan that was developed from the recommendations received from the various task forces and from the Town Hall meetings.

After further discussion, the Board requested that management keep the Board informed of the actions being taken and how these actions reflect the principles and values the Board approved at the prior meeting.

- e. First Quarter Statistics – Tim Mallory explained the Information Desk Data Collection Summary statistics and what they mean.
- f. Service Stories – Jodi Reng reminded the Board of the great stories from our libraries indicating what an impact TRL has on the communities and requested that the Trustees read them at their leisure. After discussion, the Board agreed that in the future to save money, the Service Stories will be in their packets but not in their binders.

09-17 BOB HALL MOVED THAT IN THE FUTURE THE BOARD WOULD RECEIVE THE SERVICE STORIES IN THEIR PACKETS BUT NOT IN THEIR BINDERS IN AN EFFORT TO SAVE MONEY. STEVE HALL SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

- g. Community Relations Report – Jodi Reng reminded the Board that the written Community Relations Report had been in their packets, as well as in their binders, and asked if anyone had questions. An update on the volunteer Vader library was given by Mike Wessells
9. Financial Report – Rick Homchick presented the financial report, highlighting various expenses and revenues that have occurred during the normal course of business.
 10. Voucher Report - Mr. Homchick presented the voucher statements and declared that the voucher report showed the normal flow of business.
 11. Consent Agenda
09-18 JOHN BRAUN MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDES THE MINUTES OF THE MARCH 25, 2009, PAYROLL VOUCHERS #49011, AND #49040 THROUGH #49183 IN THE AMOUNT OF \$1,173,950.63; AND OTHER VOUCHERS #93258 THROUGH #92479 IN THE AMOUNT OF \$357,223.52); JO-ANN ANDREWS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

The President called for a 10 minute break. Meeting came back to order at 9:35 p.m.

12. Unfinished Business -- none.

13. New Business --

a. Declaration of Surplus Property -- After a brief discussion,

09-19 IT WAS MOVED BY JOHN BRAUN, SECONDED BY DICK NICHOLS, THAT TRL WOULD HOLD A SURPLUS SALE ON JUNE 6, 2009. MOTION PASSED UNANIMOUSLY.

b. Over Due Fines -- After a lengthy discussion,

09-20 IT WAS MOVED BY DICK NICHOLS, SECONDED BY BOB HALL, THAT THE EXECUTIVE DIRECTOR DEVELOP A POLICY AND PROCEDURE FOR CHARGING AND HANDLING OVER DUE FINES. MOTION PASSED UNANIMOUSLY.

c. Computer Printing Charges -- After a lengthy discussion,

09-21 IT WAS MOVED BY BOB HALL, SECONDED BY DICK NICHOLS, THAT THE EXECUTIVE DIRECTOR DEVELOP A POLICY AND PROCEDURE FOR CHARGING FOR PRINTING ON LIBRARY COMPUTERS. MOTION PASSED UNANIMOUSLY.

d. Set Date for Special Board Meeting to discuss Amendments to the 2009 Budget -- After discussion,

09-22 IT WAS MOVED BY STEVE HALL, SECONDED BY JO-ANN ANDREWS, TO HOLD A SPECIAL BOARD MEETING ON MAY 27, 2009 AT 5 P.M. AT MONTESANO TO DISCUSS AMENDMENTS TO THE 2009 BUDGET. MOTION PASSED UNANIMOUSLY.

14. Discussion Items:

a. Community Relations Manager Position -- After lengthy discussion, it was decided to table the decision until the May 27, 2009 Special Budget Board meeting when the Board will have the District's entire fiscal picture in order to take action on whether to eliminate or modify this position.

b. Foundation -- After lengthy discussion, it was decided to table the decision until the May 27, 2009 Special Budget Board meeting when the Board will have the District's entire fiscal picture in order to determine what direction should be taken in regards to the Foundation and filling the director's position.

c. Questions from Employee Survey -- After discussion,

09-23 IT WAS MOVED BY JO-ANN ANDREWS, SECONDED BY BOB HALL, TO TABLE THE EMPLOYEE SURVEY DISCUSSION TO NEXT MONTH'S MEETING. MOTION PASSED UNANIMOUSLY.

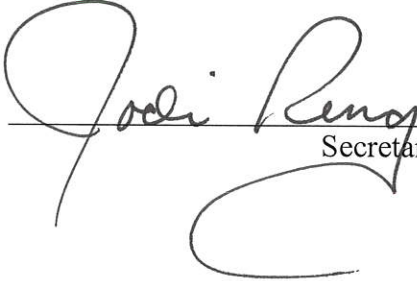
15. Facilities Committee Report – Dick Nichols reported on the Facilities Committee meeting and requested that the Building Fund Policy be updated to reflect necessary changes to the policy due to the current TRL budget situation.

At 11:09 p.m., President Judy Weaver suspended the meeting for an Executive Session pursuant to RCW 42.30.110 §(i).

The meeting was called back to order at 11:42 p.m. and, there being no further business, President Judy Weaver adjourned the meeting at 11:43 p.m.



President



Secretary