

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Ilwaco Timberland Library
158 First Avenue North, Ilwaco, WA 98624-0520
Wednesday, June 24, 2009

MINUTES

BOARD MEMBERS PRESENT: Judy Weaver, Bob Hall, Edna Fund, Dick Nichols, and John Braun. Stephen Hardy attended via phone.

BOARD MEMBER EXCUSED: Jo-Ann Andrews.

STAFF PRESENT: Jodi Reng, Michael Crose, Sally Nash, Judy Covell, Gwen Culp, Jeff Kleingartner, Mike Wessells, Rich Park, Ellen Duffy, Iver Matheson, Michelle Zilli, Tim Mallory, Kris Pointer, and Marian Thompson.

GUESTS PRESENT: Dick Lemke, Jane Gruber, Helen Hepp, Ann Saari, Fred Marshall and Will Green.

President Judy Weaver welcomed everyone and then called the meeting to order at 2:03 p.m.

AGENDA ITEM

1. Bob Hall led the pledge of allegiance.
2. Self-introductions of all present were made.
3. Approval of Agenda –
09-37 – EDNA FUND MADE A MOTION TO APPROVE THE AGENDA WITH ITEM 12 BEING MOVED BETWEEN ITEMS 7 AND 8. BOB HALL SECONDED THE MOTION. MOTION APPROVED UNANIMOUSLY.
4. Focus on the Ilwaco Library – Kristine Pointer gave a brief history of the Ilwaco Timberland Library and the Ilwaco community. Ms. Pointer also acknowledged the tremendous support that the Friends provide to the library and thanked them for the fabulous desserts that were provided for the meeting.

5. There was no correspondence.
6. Public Comment – Ann Saari welcomed everyone to the newly remodeled building and library. She thanked TRL for its support, including the new computers, work stations and signs in front of the building.
7. Board Comments – Bob Hall asked how Marty Lemke was doing in Italy; how the Naselle potluck turned out; and questioned how much the sponsors pay to be part of and have their name on TRL printed material pertaining to Family Read Aloud and the Summer Reading program.
- 12a. 2010 Materials Budget - Judy Covell, Collection Services Manager, and Michael Crose, Administrative Services Manager, explained why they felt the materials budget should be cut from 16% to 14% in the 2010 budget. They did not feel that there would be a great impact felt by patrons. After a lengthy discussion,

09-38 - MOTION BY DICK NICHOLS TO ACCEPT THE STAFF RECOMMENDATION TO DECREASE THE 2010 MATERIALS BUDGET FROM 16% TO 14% OF THE TOTAL BUDGET. EDNA FUND SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

8. Executive Director's Report:
 - a. Family Read-Aloud and Summer Reading Update – Ellen Duffy told about some of the successes of the programs at the various libraries and read a few notes from staff on the success of their programs. Jeff Kleingartner, Communications Manager, stated that he had prepared 15 and 30 second sound bites for TCTV (which is seen only in Thurston County) and radio stations throughout the District.
 - b. 2010 Budget Update – Michael Crose presented the Board with preliminary General Fund budget estimates. He stated that it appears right now that because the changes that have been and soon will be implemented, it will probably be unnecessary to have a furlough in 2010 but the Board will be able to make that determination after the presentation of the final 2010 Budget later this year.

- c. Action Plan Update – Jodi Reng reminded the Board that the Action Plan Report had been in their packets and asked if there were any questions. There were none.
- d. Technology Update – Gwen Culp informed the Board that we would soon be using three virtual servers which would house 22 virtual servers and a huge memory bank, to replace our current 33 servers. She explained the advantages of using the virtual servers including a cost savings in electricity used to run the servers and keep them cool..
- e. Community Relation Report – Mike Wessells referred the Board to his report which they had received in their packet. In addition, he said Vader is operating a volunteer community library. He also stated there was nothing new concerning Napavine.

The President called for a 10 minute break. Meeting came back to order at 3:35 p.m.

- 9. Financial Report – Michael Crose presented the financial report, highlighting various expenses and revenues that have occurred during the normal course of business.
- 10. Voucher Report - Mr. Crose presented the voucher statements and declared that the voucher report showed the normal flow of business.
- 11. Consent Agenda

09-39 – EDNA FUND MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDED THE MINUTES OF THE MAY 27, 2009 SPECIAL MEETING, MINUTES OF THE MAY 27, 2009 REGULAR MEETING, MINUTES OF THE JUNE 15, 2009 SPECIAL MEETING; PAYROLL VOUCHERS #49338 THROUGH #49467 IN THE AMOUNT OF \$1,166,035.77; AND OTHER VOUCHERS #93731 THROUGH #93933 IN THE AMOUNT OF \$321,590.57); BOB HALL SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- 12. Unfinished Business –

- a. Approval of 2009 Budget Modifications – Michael Crose presented a recap of the 2009 Budget with recent modifications approved by the Board. After discussion,

09-40 JOHN BRAUN MOVED TO APPROVE THE 2009 BUDGET MODIFICATIONS AS PRESENTED, A COPY OF WHICH WILL BE ATTACHED TO THE MINUTES AND MADE A PART THEREOF. BOB HALL SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

- b. Foundation Plan – After discussion,

09-41 MOTION BY BOB HALL, SECONDED BY EDNA FUND, TO RECIND MOTION 09-26 PASSED AT THE MAY 27, 2009 MEETING. MOTION PASSED UNANIMOUSLY.

09-42 MOTION BY EDNA FUND, SECONDED BY BOB HALL, TO PROCEED WITH THE HIRING PROCESS FOR THE POSITION OF DIRECTOR OF THE TIMBERLAND REGIONAL LIBRARY FOUNDATION. MOTION PASSED UNANIMOUSLY.

09-43 MOTION BY JOHN BRAUN, SECONDED BY DICK NICHOLS, THAT WITHIN SIXTY DAYS (TWO BOARD MEETINGS) OF HIRING A FOUNDATION DIRECTOR, THE FOUNDATION DIRECTOR WILL PRESENT A PLAN TO BOTH BOARDS WITH BENCHMARKS, GOALS, AND TIMELINES ADDRESSING SHORT TERM AND LONG TERM ECONOMIC SUSTAINABILITY AND LONG TERM CONTRIBUTIONS TO THE OPERATIONAL FUND OF TRL. MOTION PASSED UNANIMOUSLY.

14. New Business

- a. Set Dates for Budget Committee Meetings – after discussion, the dates of the Budget Committee Meetings were set for July 29, September 16 and December 16 at 10 a.m. at the Service Center. The Budget Committee members are Judy Weaver, Bob Hall and John Braun.

15. Facilities Committee Report – Michael Crose reported on a letter from the Chehalis City Manager concerning outstanding bills for the Chehalis Timberland Library for slightly over \$22,000. The Chehalis City Manager has taken the position that TRL owes the money and TRL maintains the

bill is for work that the City of Chehalis is responsible for. After discussion, Mr. Crose was directed to meet with Craig Hanson, TRL Attorney, and the City Manager and City Attorney of Chehalis, to come to an agreement. It was suggested that prior Board Minutes be searched for any agreements or past actions concerning this project. In addition, any contracts concerning the City of Chehalis should also be reviewed.

Judy Weaver also briefed the Board on the status of the Rainier volunteer library and their request for a kiosk. After discussion,

09-44 – MOTION BY JUDY WEAVER, SECONDED BY BOB HALL TO MOVE FORWARD WITH OUR STANDARD CONTRACT FOR INSTALLATION OF A KIOSK AT RAINIER. MOTION PASSED UNANIMOUSLY.

Judy Weaver also stated that the City of Lacey is not ready at this time to go forward with another library in Lacey but will keep TRL in the loop when they are ready to go forward.

Michael Crose informed the Board of on-going discussions with the City of Yelm for a new library site.

Judy Weaver reported on the progress of a possible kiosk at the Nisqually Tribal Center which would be a revenue neutral proposition. No action is needed at this time. In addition, she stated that the West Olympia Businessmen's Association is moving forward with their plans to purchase property in Olympia to build a multi-use facility that someday could house a library in West Olympia. Nothing needs to be done by TRL at this point.

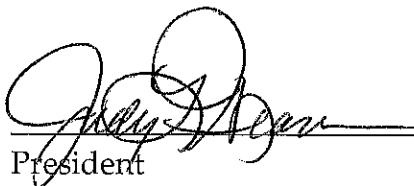
Judy Weaver also reported that the Facilities Committee discussed the Ocean Park Timberland Library expansion and the Friend's desire to hire an architect in order to get community support for a library expansion.

09-45 MOTION BY BOB HALL, SECONDED BY JOHN BRAUN, THAT STAFF INVESTIGATE AND MOVE FORWARD IN INVESTIGATING THE EXPANSION OF THE OCEAN PARK LIBRARY, INCLUDING LOOKING AT OUR POLICIES REGARDING TRL PARTICIPATION. MOTION PASSED UNANIMOUSLY.

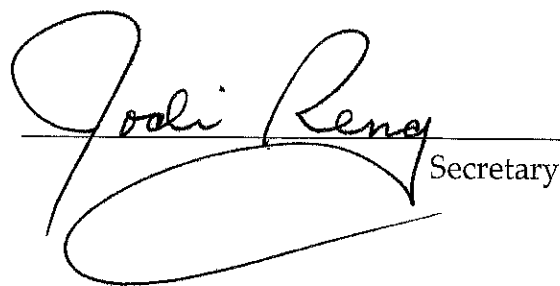
Judy Weaver also reported that Oakville still has a desire to have a new library but because they, like TRL, are cash strapped at this time nothing can be done at this time. Jodi Reng suggested that a task force be established to report back to the Facilities Committee.

At 5:30 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 5:51 p.m. and, there being no further business, President Judy Weaver adjourned the meeting at 5:52 p.m.



President



Secretary