

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
OAKVILLE TIMBERLAND LIBRARY  
204 Main Street, Oakville, WA 98568-0079  
Wednesday, March 31, 2010

MINUTES

BOARD MEMBERS PRESENT: Bob Hall, Dick Nichols, Steve Hardy, Edna Fund, John Braun, and Tom Schaeffer.

BOARD MEMBER EXCUSED: Judy Weaver.

STAFF PRESENT: Michael Crose, Sally Nash, Gwen Culp, Judy Covell, Rich Park, Jeff Kleingartner, Rick Homchick, Deborah Baker-Receniello, Lhisa Reish, Mike Wessells, Jamie Allwine, and Marian Thompson.

GUESTS PRESENT: Emmett O'Connell, Jodi Reng, Dave Reng and Diana Redecker.

President Bob Hall welcomed everyone to Oakville and then called the Regular Board meeting to order at 7:01 p.m.

AGENDA ITEM

1. Steve Hardy led the pledge of allegiance.
2. Self introduction of Board Members, staff and the public were made.
3. Approval of Agenda –

10-06 – EDNA FUND MADE A MOTION TO APPROVE THE AGENDA AND TOM SCHAEFFER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4. Focus on the Local Library – Deborah Baker-Receniello welcomed everyone to Oakville and gave a brief history of the Oakville library beginning with 500 books in 1934 as well as the hope and plans for a new and bigger Timberland library in the future.

5. Correspondence/Public Comments/Board Comments

- a. Correspondence – There was no correspondence.
- b. Public comments – Jodi Reng stated that it was Dick Nichol's retirement night as Trustee and she wanted to thank him for all he has done for Timberland Regional Library during the past seven years and all he did prior to that time getting the Tumwater Timberland Library built. She commended him on his integrity and his representation of the taxpayer while guiding TRL through many difficult issues.
- c. Board comments – Each Boardmember thanked Dick for his service on the Board and wished him well.

President Bob Hall stated that he had attended the PLA meeting in Portland and enjoyed the conference. One thing he noted was that the Topeka library lists on their web page who the "bosses" are and shows their pictures and lists their e-mail addresses and phone numbers. He stated he would like to see TRL do something like this in the future. He also noted that the Service Stories are not on the Internet.

6. Interim Executive Director's Report – Michael Crose briefed the Board on the latest schedule and progress on the upgrade from Horizon to Symphony.

Mr. Crose also informed the Board that TRL would soon have its own FaceBook page on the Internet and that each library would have their own FaceBook page. He stated that guidelines have been prepared for staff on using FaceBook.

Mr. Crose stated that he is making progress in getting the partnership libraries back into the fold and there is an interest in having additional kiosks in the District. In that regard, Mr. Crose said that Rainier is a success at this point and that we will complete our analysis over the next couple of months to see how the overall service from kiosks will help the District meet its obligation to serve the needs of our rural population.

Mr. Crose also reminded the Board that the Facilities Committee would be meeting in April and that the members are usually the President, Vice President and one other Trustee and that Dick Nichols' departure would require appointing someone to fill that vacancy. He also stated that there are three main issues for the committee to consider at this time: Yelm, Oakville, and Ocean Park.

Sometime in the future, Mr. Crose will meet with the Ocean Shores City Council to discuss annexation to TRL.

TRL is right on target with budget both in terms of revenues and expenditures according to Mr. Crose.

7. Financial Report – Rick Homchick, TRL staff accountant, presented the financial report, highlighting various expenses and revenues that have occurred during the normal course of business.
8. Voucher Report – Rick Homchick presented the voucher statements and declared that the voucher report showed the normal flow of business.
9. Consent Agenda

10-07– JOHN BRAUN MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDED THE MINUTES OF THE FEBRUARY 24, 2010 REGULAR BOARD MEETING, AND PAYROLL VOUCHERS #50230 THROUGH #50312 IN THE AMOUNT OF \$1,111,643.14; AND OTHER VOUCHERS #95802 THROUGH #96048 IN THE AMOUNT OF \$323,382.67; TOM SCHAEFFER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

President Bob Hall presented Dick Nichols with a certificate of appreciation from TRL for the seven years he served as a trustee. Each of the trustees spoke on Dick's influence on them while serving on the board and how Mr. Nichols would be missed. Various members of the audience then thanked Mr. Nichols and commended him on his years of service to the community in general and TRL specifically.

The President called for a 10 minute break. Meeting came back to order at 8:29 p.m.

10. Unfinished Business –

- a. Amendment to the Bylaws –The final draft was presented and will be voted on at the April meeting.

Michael Crose introduced Emmett O’Connell, the newly appointed Thurston County appointee to the Board. Mr. O’Connell then gave a brief statement on his back ground and why he applied to be a trustee.

11. New Business – After a brief discussion,

10-08 DICK NICHOLS MOVED THAT THE INTERIM EXECUTIVE DIRECTOR BE AUTHORIZED TO ENTER INTO A CONTRACT EXTENSION WITH CRAIG HANSON FOR TRL LEGAL SERVICES FOR THE PERIOD OF APRIL 1, 2010 THROUGH MARCH 31, 2011 AT THE MONTHLY RETAINER RATE OF \$1600.00. JOHN BRAUN SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

12. Committee Report – Before discussing the Policy Committee’s report, a discussion was held concerning Committee assignments. It was agreed that the following would serve on the committees:

BUDGET COMMITTEE

Bob Hall  
Steve Hardy  
Judy Weaver

POLICY REVIEW COMMITTEE

Edna Fund  
Tom Schaeffer  
Emmett O’Connell

TRL REPRESENT ON THE FOUNDATION BOARD

Steve Hardy  
Judy Weaver

FACILITIES COMMITTEE

Tom Schaeffer  
John Braun  
Judy Weaver

10-09 – TOM SCHAEFFER MOVED TO APPOINT MICHAEL CROSE THE ALTERNATE MEMBER OF THE THURSTON REGIONAL PLANNING COUNCIL TO ATTEND MEETINGS UNTIL A THURSTON COUNTY TRUSTEE IS APPOINTED AS THE REPRESENTATIVE. EDNA FUND SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

a. Policy Committee – After discussion

10-10 - IT WAS MOVED BY TOM SCHAEFFER, SECONDED BY EDNA FUND, THAT POLICY NUMBER 6D71a, DOMESTIC VIOLENCE LEAVE, BE ADOPTED. MOTION CARRIED.

10-11 – STEVE HALL MOVED AND DICK NICHOLS SECONDED THE MOTION TO APPROVE POLICY NUMBER 6EM7a, THE EMPLOYMENT POLICY. MOTION PASSED.

10-12 – DICK NICHOLS MOVED AND STEVE HARDY SECONDED THE MOTION TO APPROVE POLICY NUMBER 6L48a, THE LEAVES POLICY. MOTION PASSED.

10-13 AFTER DISCUSSION, IT WAS MOVED BY TOM SCHAEFFER, SECONDED BY EDNA FUND, THAT POLICY NUMBER 6Sp6a, SPOUSAL MILITARY DEPLOYMENT LEAVE, BE ADOPTED. MOTION ADOPTED.

13. Discussion Items – Yelm Timberland Regional Library – After a brief discussion,


10-14 – DICK NICHOLS MOVED THAT THE BOARD DIRECT THE INTERIM EXECUTIVE DIRECTOR PREPARE A LETTER TO THE MAYOR AND CITY COUNCIL OF YELM, SIGNED BY THE BOARD PRESIDENT AND THE INTERIM EXECUTIVE DIRECTOR, STATING AGAIN THAT THAT PURSUANT TO THE CONTRACT, TRL WILL NO LONGER HAVE A PRESENCE IN YELM AFTER DECEMBER 31, 2011 IF THE CITY OF YELM RENEGES ON THEIR AGREEMENT TO PROVIDE A SUITABLE BUILDING FOR THE LIBRARY. MOTION PASSED UNANIMOUSLY.

14. Trustee Roundtable – John Braun stated that in the future he would like the Foundation report contain a report of the money that has been raised and expended by the Foundation.

Dick Nichols thanked everyone again for honoring him and his years of service. Mr. Nichols stated that the District was in better shape today than when he came on the board seven years ago and he credits the hiring of retired Executive Director Jodi Reng for that difference. He stated that she saw the “whole picture”, introduced many important changes, and made very tough decisions while keeping the board informed. The hiring of Jodi Reng was the best thing this board ever did according to Mr. Nichols.

In addition, Mr. Nichols stated that TRL also is what it is today because of the staff: their hard work, attitude, customer service, and dedication and he asked that this be included in the minutes and any newsletter the District may send out.

There being no further business, President Bob Hall adjourned the meeting at 9:05 p.m.



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President



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Secretary