

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
Naselle Public Library  
4 Parpala Road, Naselle, WA 98638  
Wednesday, September 29, 2010

MINUTES

BOARD MEMBERS PRESENT: Bob Hall, Stephen Hardy, Emmett O'Connell,  
Tom Schaeffer

STAFF PRESENT: Michael Crose, Gwen Culp, Rick Homchick, JoAnn Rucker,  
Michelle Zilli, Jeff Kleingartner, Judy Covell, Beth Warner, Margaret Colvin,  
Emily Popovich, Shannon Tetz

GUESTS PRESENT: Sue Holt, Megan Tinnhert, Donnie Rostadt, Lynn Bussaca

President Bob Hall welcomed everyone to Raymond and called the Regular Board meeting to order at 7:00 pm.

AGENDA ITEM

1. Bob Hall led the pledge of allegiance.
2. Self-introductions of Board members, staff and public were made.
3. Approval of Agenda

10-46 – TOM SCHAEFFER MADE A MOTION TO APPROVE THE AGENDA AS PRESENTED. EMMETT O'CONNELL SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4. Focus on the Naselle Timberland Regional Library: Naselle Library manager Michelle Zilli thanked her staff, the Naselle Friends, and welcomed the Board to Naselle. The Naselle Library is an active member of the community, not only providing the standard library services, but programming inside and outside of the library, as well as meeting space for a myriad of local organizations. The library is one of the few gathering places open after dark and has the only free Internet in the community. The Naselle community was originally served by bookmobiles in the early

days of Timberland. The current building was dedicated in November 1991 and the community is very happy to have their own library.

5. Correspondence – Director Michael Crose reported there was no correspondence to share.
6. Public Comment – Megan Tinnhert, a local mother spoke about how important the Library is for her and her family. She said that there are so many wonderful things you can do and it is a great service to this small, remote community. She also stated that library manager Michelle Zilli is a great asset and her children love Michelle’s story time and other activities. Sue Holt, a local kindergarten teacher said that she also feels a great connection to the library and appreciates the staff, their hard work, and friendliness. The community is small and it is the only place open after dark for families and children and she doesn’t know what she would do without it.
7. Board Comments: Tom Schaeffer asked where he could find the RCW on the job description of the Executive Director. Mike Crose stated that he can reference RCW 27.12 for the information. Tom also stated that he would like to see a report on how the public has reacted to the Symphony upgrade, if there are any issues, and if so, how we are saying thank you to the public for their patience during the transition. Mike Crose said once the transition is complete, sometime after the first of the year, TRL will see if there is a way to notify the public that we appreciate their patience. Steve Hardy stated that he is grateful that the Trustee meetings move throughout the district as he feels that it is important to see all the libraries and this is a great way to see and learn about the communities we serve. Emmett O’Connell reported that he attended the All Staff Training Day and thought the speakers were great, and that the SiriDynix speakers were knowledgeable and is looking forward to the new iPod application. Bob Hall agreed that the keynote speaker was great and he went to a session on social media and enjoyed it very much.
  - (a) Executive Director’s Report: Mike Crose gave an overview of All Staff Training Day. He said the day was structured like a conference, with sessions and a keynote speaker. Evaluations are coming in with favorable comments. Keynote speaker Jess Walter was one of the highlights of the day. Sessions were well attended, and he knows that a lot of work goes into the day and he is happy that the evaluation responses have been positive. Mike thanked Bob for his leadership in

keeping ASTD on the calendar and recognizing the importance of this day to TRL. Tom asked to see a report on cost, attendance, staff time, outcomes, and hours of planning. He also asked Mike to express a thank you to Richard Park and his staff for their hard work.

- (b) Mike Crose reported that Timberland Reads Together (TRT) kicks off at The Washington Center on October 4<sup>th</sup>, at 7:00pm and focuses on Edgar Allen Poe. This year there are a total of 90 programs and events for the month of October. Jeff Kleingartner showed two short Public Service Announcements (PSA's) that will be showcasing the TRT and Poe series. The video and audio PSA's will be on the TRL website, all radio stations in our 5 counties, Channel 3 & 22 locally, and other local cable stations in the local counties.
- (c) Jeff Kleingartner gave an update on the Advocacy Committee. He reported that after the last levy lid-lift failure the Advocacy Committee was formed to develop a plan to create more public awareness of the importance of public libraries. Jeff gave the Board a binder of information that can be used to answer questions regarding TRL when they are out in the community. All 27 library managers have been given binders as a resource also.
- (d) Mike asked that Beth Warner, Foundation Executive Director, report on the Passport program. Beth reported that the Foundation offered the Passport program which is a guide to Timberland. TRL & TRLF received extensive coverage on the Passport program and have had national recognition on the Scrabble-Thon. These programs are great public relations for TRL and have been well received in the communities and all 27 libraries.
- (e) Mike reported that the Board Workshop is scheduled for October 9<sup>th</sup>, 9:00 am – 3:00 pm, in Tumwater. Topics will be on Boardsmanship, Working with Unions, and Strategic and Long Range planning. He is looking forward to working with the Board on a shared vision of what the district should look like.

- 9. Financial Report – Rick Homchick presented the financial report.
- 10. Voucher Report – Rick Homchick presented the voucher statements.
- 11. Consent Agenda

10-47 – TOM SCHAEFFER MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDED MINUTES OF THE AUGUST 25, 2010 MEETING; PAYROLL VOUCHERS #50676 THROUGH #50687 & #50714 - #50769 – IN THE AMOUNT OF \$1,121,122.55; OTHER VOUCHERS #97159 THROUGH #97400 IN THE AMOUNT OF \$569,099.68. EMMETT O'CONNELL SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

President Bob Hall called for a 15 minute break.

President Bob Hall called the meeting back to order at 8:13 p.m.

12. Unfinished Business:

- a. Technology Structure Update – Last month the Board was asked to approve the upgrade of the technology structure from the Automated Circulation System Fund for a new telephone and data system. Mike had proposed the amount of up to \$700,000 be used for the upgrade. After reviewing the audio recording of the meeting, it was noted that the motion did not include the dollar amount. Mike asked for a motion to include the dollar figure for approval.

10-48 - EMMETT O'CONNELL MOVED TO APPROVE THE EXPENDITURE OF UP TO A MAXIMUM OF \$700,000 FOR THE 2010 TECHNOLOGY UPGRADE FROM THE AUTOMATED CIRCULATION FUND FOR THE TECHNOLOGY UPGRADE PROJECT. STEPHEN HARDY SECONDED. MOTION CARRIED UNANIMOUSLY.

13. New Business

- a. TRL/TRLF Agreement – Stephen Hardy stated that he is a member of the TRLF Board and talked of the importance of Foundation and their mission. President Bob Hall asked Beth Warner, Foundation Director, to speak on a proposal for a new TRL/TRLF agreement. Beth explained that she would like to redefine the relationship between the Foundation and TRL and this agreement better meets the public need. TFLF has grown and matured, and she would like to ask the Board to consider the value of the Foundation and what it does for the libraries. The proposal outlines a new Foundation budget. After some discussion, Tom Schaeffer asked for a motion to table action on the agreement until further discussion.

10-49 – TOM SCHAEFFER MOVED TO TABLE TAKING ANY ACTION ON THE AGREEMENT UNTIL FURTHER DISCUSSION. EMMETT O'CONNELL SECONDED. MOTION PASSED UNANIMOUSLY.

- b. Oakville Library: Mike reported that he is working with a group from Oakville which includes the Oakville Friends, Oakville School Board, City Council members, and Library Manager, Deborah Baker-Renceniello to discuss building a new Oakville Library. The community is very supportive and the groups are discussing how to make this a joint endeavor.

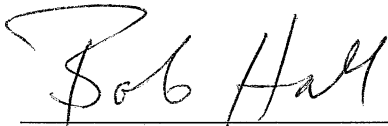
14. Board Reports:

- a. Budget Committee: The Budget Committee met and discussed the 2011 budget. Mike will present the draft budget at the November meeting.

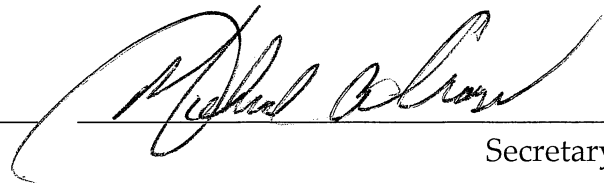
15. Board Roundtable: Tom Schaeffer asked for an update on Ocean Shores and asked if we are entering into discussions with them on annexation into TRL. If so, he would like to see a report. He would also like to see Craig Hanson, our legal representative, present at the Board meetings.

President Bob Hall called for an Executive Session pursuant to RCW 42.30.110 (i) to discuss AFSME/union negotiation parameters with TRL staff at 9:10 pm.

The meeting was called back to order at 9:30 pm, and meeting was adjourned by President Bob Hall at 9:31 pm.



President



Secretary