

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Administrative Service Center
415 Tumwater Blvd SW
Wednesday, November 17, 2010

MINUTES

BOARD MEMBERS PRESENT: Bob Hall, Stephen Hardy, Emmett O'Connell, Tom Schaeffer, Judy Weaver, Edna Fund

STAFF PRESENT: Michael Crose, Gwen Culp, Rick Homchick, Ellen Duffy, Jeff Kleingartner, Sally Nash, Rich Park, Tim Mallory, Judy Covell, Kim Storbeck, Toni Costa, Margaret Colvin, Deborah Baker-Receniello, Selina Gomez-Beloz, Susan Faubion, Pat Carnahan, Monica Dalton, Ryan Williams, Corrine Aiken, Cheryl Heywood.

President Bob Hall welcomed everyone to Tumwater and called the Regular Board meeting to order at 7:02 pm.

AGENDA ITEM

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

10-55 – TOM SCHAEFFER MADE A MOTION TO APROVE THE AGENDA AS PRESENTED. EDNA FUND SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4. Correspondence – Director Michael Crose reported that TRL has been contacted by West Realty in Hoodspert. They would like to know if we would like to sell the non-adjoining property that is behind the Hoodspert Library. After some discussion, the Board agreed that this was not a good time to sell.
5. Public Comment – None.

6. Board Comments: None.
7. Executive Director's Report: Director Michael Crose
 - a. TRLF – Mike reported that as discussed at the October Board meeting, the TRL Foundation has been restructured and the Executive Director position eliminated. He asked Margaret Colvin, TRLF staff, to give a report on what is happening with the Foundation. Margaret reported that Scrabble-thon is over, was well received, and a lot of fun. Throughout the counties people are now creating their own scrabble groups, which is exciting. The AED (Automated External Defibrillator) program, in collaboration with the American Red Cross, is continuing to look for funding. We have confirmation of funding for three AED's in Lewis County. The annual appeal letters are going to be mailed in mid-December. The Foundation Board is planning a retreat for January. Overall, the change has been very positive with thoughtful, strategic, and deliberate planning that has allowed the Board to re-focus and look ahead to the future.
 - b. Board of Trustee Personal Information on the Website - Mike asked board members if they want to have their personal information on the TRL website. After some discussion, everyone agreed that their contact information should remain available to the public but would like to have their TRL email addresses replace personal ones.
 - c. Workshop Invitation - Mike has received an invitation to attend an all expenses paid two day workshop at WSU on *Civility and American Democracy*. There is an incredible list of highly regarded panelists and speakers. This is a great opportunity to share what a public library has to offer and learn from others.
 - d. Washington Assistive Technology Program - There is a potential grant opportunity that is patron centered and will provide adaptive technology to the visually and hearing impaired.
 - e. WEA – Public Education Forum - Tim Mallory and Mike have been invited to attend and talk about our district.

- f. Ocean Park/Oakville – Oakville is moving ahead slowly. A meeting is scheduled in Oakville November 19th that will include the architect, Oakville Friends, Oakville School District employees, and City representatives. The discussion is to create a joint school/public library. Ocean Park is working towards an expansion that will add an additional 4000 sq ft.
- g. Library Statistics - Reports from January to September were presented. Year-end statistics will be available in January. Board members were asked to take the data home, analyze the information, and come back next month if there are any questions.
- h. 2011 Timberland Reads Together (TRT) – Tim Mallory announced the 2011 TRT book choice is, “Racing in the Rain”. This book will appeal to all types of readers as it is about racing, dogs, and based in Seattle. The author is scheduled to attend two TRL events. We received 208 copies of the book from another library for free – saving us \$1800 in book costs. Mike thanked Tim for his continued good work and great choices. This should be another great TRT.

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

10-56 – JUDY WEAVER MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDED MINUTES OF THE OCTOBER 27, 2010 MEETING; PAYROLL VOUCHERS #50843 THROUGH #50889 and #51004 THROUGH #51030– IN THE AMOUNT OF \$1,122,057.17; OTHER VOUCHERS #97645 THROUGH #97860 IN THE AMOUNT OF \$376,725.52. TOM SCHAEFFER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Mike Crose announced that he would like to recognize Judy Covell, who is retiring in December, as this will be her last Board of Trustees meeting. Judy has been with TRL for 19 years and done a tremendous job. Board members thanked Judy for her years of service and wished her a happy retirement.

President Bob Hall called for a 15 minute break.

President Bob Hall called the meeting back to order at 8:05 p.m.

11. Unfinished Business:

- a. Print Management – We have postponed the implementation of print management until January. Before we begin charging for printing, we need to streamline the implementation, keep it low cost, and lower any anxiety for our patrons. We want to give the public the opportunity to digest that we will be charging for this service soon. Starting January 1, 2011 we will allow 50 pages per week for free with \$.10 per page over 50 copies. This will reduce waste and cost of supplies to the district.

12. New Business

- a. 2011 meeting calendar options – The Board was presented with two calendar options for meeting locations for 2011. Members decided that they wanted calendar option one for 2011. Steve Hardy asked for a modification that would replace Salkum with Hoodsport as he has never visited that Library. Tom Schaeffer also suggested that the August meeting in Amanda Park be changed to 1:00 pm.

10-57 – STEPHEN HARDY MOVED TO APPROVE CALENDAR OPTION ONE WITH THE MODIFICATION TO REPLACE SALKUM WITH HOODSPORT AND CHANGE THE TIME TO 1:00 PM FOR THE AUGUST MEETING IN AMANDA PARK. TOM SCHAEFFER SECONDED. MOTION APPROVED UNANIMOUSLY.

b. Board Reports:

- a. Budget Committee – none
 - b. Policy Committee – none
 - c. Facilities Committee - none
- c. Board Roundtable: Edna said that as it is near and dear to her heart, she is appreciative that we continue working on ADA in all the libraries and applying for the WADA grant which supports ADA services. Judy reported that she attended the TRL Foundation Board meeting and is very pleased that she is a part of such a dynamic group.

She is impressed with their dedication and how energized they are in moving forward. Steve thanked staff and managers for their hard work throughout the year. Thank you for delivering the high quality services that you do. Emmett said he is excited about new possibilities in technology for our libraries. There are so many new things out there and he hopes we can take advantage of new technologies for our patrons. Tom said that he appreciates the weekly employee bulletin and always looks forward to the service stories. He would like to see all libraries send in stories each month and reminded that they are important. Edna concurred and said they are the first thing she reads. Bob agreed that he also enjoys the service stories and appreciates staff for their continued dedication to patrons and providing excellent services. He is impressed by all the great library programs advertised on our website throughout the district and wishes he could attend them all. He is also happy to see that Sally Nash has been appointed the ADA compliance officer for the district.

At 8:49 p.m., President Bob Hall suspended the meeting for an Executive Session pursuant to RCW 42.30.110 § (b) concerning health insurance benefits for non-represented staff.

The meeting was called back to order at 9:30 p.m.

10-58 – STEPHEN HARDY MOVED THAT HEALTH INSURANCE BENEFITS FOR TIMBERLAND REGIONAL LIBRARY DISTRICT STAFF EXCLUDED FROM COLLECTIVE BARGAINING AGREEMENTS, (WITH THE EXCEPTION OF THE LIBRARY DIRECTOR), BE GRANTED HEALTH INSURANCE BENEFITS EFFECTIVE JULY 1, 2010 NOT TO EXCEED THE FOLLOWING INCREASED AMOUNTS PER MONTH PER FULL-TIME EQUIVALENT AND PRORATED FOR PART-TIME EMPLOYEES FOR HEALTH INSURANCE: FOR HEALTH INSURANCE \$760; FOR DENTAL INSURANCE \$59.19; AND FOR VISION INSURANCE \$8.50. EMMETT O'CONNELL SECONDED.

AFTER SOME DISCUSSION, STAFF CLARIFIED CERTAIN POINTS AND EDNA FUND OFFERED THE FOLLOWING AMENDMENT TO THE MOTION – “THE RATES TO BE EFFECTIVE JANUARY 1, 2011”. PRESIDENT HALL CALLED FOR A ROLL CALL VOTE. EDNA, TOM, BOB, STEVE AND JUDY ALL VOTED AYE. EMMETT VOTED NAY. MOTION APPROVED.

With no further business, President Bob Hall adjourned the meeting at 9:45 p.m.

Bob Hall

President

Michael Alvar

Secretary