

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Administrative Service Center
415 Tumwater Blvd SW
Wednesday, February 23, 2011

MINUTES

BOARD MEMBERS PRESENT: Bob Hall, Stephen Hardy, Emmett O'Connell, Edna Fund via phone, Thomas Schaeffer.

BOARD MEMBERS EXCUSED: John Braun, Judy Weaver.

STAFF PRESENT: Michael Crose, Gwen Culp, Rick Homchick, Jeff Kleingartner, Rich Park, Kim Storbeck, Brenda Lane; recorder.

GUESTS PRESENT: Agnes Bennick, John G. Thompson, Terri Thompson, Ron Harding, Russ Hendrickson, Jacqueline Pratt, Dave Pratt, Carl Peterson, Glen Nutter.

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

AGENDA ITEM

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

11-04 – BOB HALL MADE A MOTION TO APPROVE THE AGENDA AS PRESENTED. TOM SCHAEFFER SECONDED. MOTION CARRIED UNANIMOUSLY.

4. Correspondence – None.
5. Public Comments – There were 8-10 attendees representing Yelm, including Mayor Ron Harding. Dave Pratt was the designated speaker

and asked for a continued partnership with TRL. He said that the Yelm library is a great place for the city and the county. He noted that there are 20,000 library cards associated with the Yelm Library with a population of approximately 5,000. Dave spoke about how important the Yelm library is to the community and knows that the City and TRL are considering the future of the Yelm library. They all want us to know that the library is valuable and important. Dave presented letters of support from patrons, and supporters of the Yelm library. Mayor Ron Harding said that he would be available to talk with the Board at their convenience.

6. Board Comments – Bob Hall reported that the South Bend library windows have been installed and look great. The library is warmer, brighter, and safer. Emmett O’Connell thanked the Yelm community members for their comments and their support of the Yelm library. Steve Hardy reminded everyone about the TRL Vision Statement, and read it.
7. Director’s Report: Michael Crose
 - a. General State of the District – Mike reviewed the current state of the district. He reported that we have a balanced budget and considering the economy and levy failure we reduced the operating budget by \$2.5 starting in 2009. PERS contributions have been reduced, a facilities repair and maintenance program was implemented, due to the 2009 hiring freeze all open positions are reviewed prior to a call for applications, reduced library hours, reduced limits on checkouts and holds for efficiency, and implemented for the first time, late fee charges which have resulted in an average of \$25,000 a month in additional revenue. Mike said that he will do a comprehensive budget presentation in June.
 - b. Yelm – Recap of Payments – Mike thanked the Yelm supporters and stated that he wanted to provide some clarifying data on the Yelm library. He said that TRL does not normally provide buildings in cities. The city provides the building and TRL provides the services through the collection and staff. He said that TRL has paid \$1,098,106.21 towards the Yelm library over the past 10 years. Yelm has contributed \$326,159.38. TRL currently spends \$730,157.22 annually on staffing and materials, and more than \$142,000 per year is paid in lease and utility

payments for Yelm. Yelm contributes \$251,331 per year in taxes to TRL. He noted that we have not received a formal proposal from Yelm on the future of the Yelm library and looks forward to receiving one.

- c. Long Range Plan – Mike has been talking with other library directors to identify possible consultants to help with the long range planning effort. A Request for Proposal is being developed and will be presented at the March Board meeting for review.
 - d. Advocacy – Jeff Kleingartner provided an update on Advocacy activities. A new logo and map have been installed on the wall in the Service Center lobby. The map will also be scaled down to poster size and placed in each library. Jeff reported that TRL will be participating in Library Snapshot Day on April 12. Each library will take digital pictures of the activities in their library for that day and post to a national website. The first Advocacy campaign will be launched in mid-June, including photos and messages on transit panels, web, radio, and print materials.
 - e. New Online Services – Jeff reported that some new downloadable services have been launched. Freegal Music, Rocket Languages, and Mango Languages are now available. He said that our OverDrive download statistics have doubled each year since 2008 and continue to grow each year.
 - f. Read Aloud – Ellen Duffy reported on this year's Family Read-Aloud program which starts on March 2nd. This year packets will be sent to community partners so they can help families sign up. We will also be using Facebook and will ask families to upload pictures of family reading and share stories about what got them hooked on reading.
- 8. Financial Report – Rick Homchick presented the financial report.
 - 9. Voucher Report – Rick Homchick presented the voucher statements.
 - 10. Consent Agenda

11-05 – TOM SCHAEFFER MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDED MINUTES OF THE JANUARY 26, 2011 MEETING; PAYROLL VOUCHERS #51149 THROUGH #51211 IN THE AMOUNT OF \$932,585.08; OTHER VOUCHERS #98942 THROUGH #99155 IN THE AMOUNT OF \$410,557.03. BOB HALL SECONDED. MOTION CARRIED UNANIMOUSLY.

President Stephen Hardy called for a 15 minute break.

President Hardy called the meeting back to order at 8:42 p.m.

11. Unfinished Business:

- a. Library Director Evaluation Process – Mike asked the Board to talk about the goal setting and evaluation process for the Library Director position. After some discussion, it was agreed that Steve and Mike will review the goal setting and evaluation documents from the previous Director and come back to the Board with a recommendation at the next meeting. The evaluation will be done in July.

12. New Business – None.

13. Board Reports:

- a. Budget Committee – none
- b. Policy Committee – none
- c. Facilities Committee – Steve Hardy

Steve reported on the February 9th Facilities Committee meeting:

- Oakville School Public/Library – project is slowly moving forward. Staff and architect continue to meet with city and school officials, and the Friends and Board of the Oakville Library.
- Cosmopolis – Mike is talking with the Superintendent and Mayor about how to best provide service to the area. Exploring a joint school/public library.
- Bay Center – The Chinook Tribe has expressed interest in having a kiosk in their building in Bay Center.
- Centralia – Status of the new desks in Centralia is on hold until we hear from the USDA. Mike said the City of Centralia and TRL will manage the project.

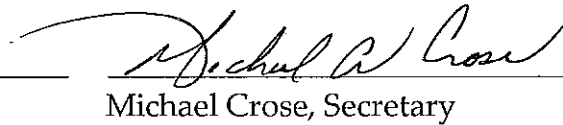
14. Final Board Comments – Edna Fund reported that there is discussion about closing TransAlta in Lewis County and she thought there might be an impact

on TRL and the flood district. Tom Schaeffer said that there has been good TRL publicity in Grays Harbor recently. He said the radio show from the Hoquiam Library was great, as was a nice article about Thirza Krohn in the Daily World. Bob Hall said he liked the new map in the Service Center and was pleased to see that it is geographically correct.

President Hardy adjourned the meeting at 9:10 p.m.



President, Stephen Hardy



Michael Crose, Secretary