

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
Hoodsport Timberland Library  
N 40 Schoolhouse Hill Road, WA 98361  
Wednesday, July 20, 2011

MINUTES

BOARD MEMBERS PRESENT: Bob Hall, Stephen Hardy, John Braun, Judy Weaver, and Edna Fund.

STAFF PRESENT: Michael Crose, Rick Homchick, Gwen Culp, Jeff Kleingartner, Kim Storbeck, Victoria Rexford, Patty Ross, Rich Park, Tim Mallory, Nancy Triplett, Kelly Hart, Tim Ramos, and Brenda Lane; recorder.

GUESTS PRESENT: Lynn Bussaca.

President Stephen Hardy welcomed everyone to Hoodsport and called the Regular Board meeting to order at 7:06 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.

11-22 – BOB HALL MADE A MOTION TO ACCEPT THE AGENDA AS PRESENTED. JOHN BRAUN SECONDED. MOTION APPROVED UNANIMOUSLY.

4. Focus of the local library – Nancy Triplett welcomed everyone and gave a brief history on the library that was originally a small storefront. In 1996 the North Mason Library was cut into three pieces and moved on a barge to Hoodsport, and hoisted up the hill to the current location with its beautiful view of Hood Canal. She said the view is something that staff are especially thankful for and one of the many reasons they love working there.

5. Correspondence – None.
6. Public Comments – None.
7. Board Comments.

Judy Weaver - Judy thanked the Hoodspport library staff and commented about the Library Value Calculator on the TRL website. She said it was a fun tool to use and she calculated that she had used \$154 in services today.

Edna Fund – Edna commented on the great SRP programs in Centralia – the Mariachi Band, the Magic program, and the Read & Romp with NW Pediatrics.

John Braun – John stated that locating the Board of Trustees on the TRL website is difficult which started a short discussion on some changes that could make the page easier to find. He also noted that the City of Chehalis has its Council meetings on-line. There was a brief discussion about video recording the TRL Board meetings. It was noted that the Chehalis and other City Council meetings are in the same location with a fixed camera and microphones. TRL Board meetings are scheduled in different locations each month.

8. Directors Report – Michael Crose – Mike said that he would like to try a new format for reporting to the Board. He will provide a written Director’s report along with departmental reports to the Board prior to the meeting for review. These reports will be posted on the Trustee page prior to the Board meeting so that the members can have any questions ready at the meeting. Mike also reported that he is becoming more active in the Thurston Regional Planning Council (TRPC). TRPC is focusing more south of Thurston County and there may be money for a business resource center associated with a library in the Rochester, Bucoda, Tenino or Oakville areas.
9. Financial Report – Rick Homchick presented the financial report.
10. Voucher Report – Rick Homchick presented the voucher statements.
11. Consent Agenda

11-23 – BOB HALL MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDED MINUTES OF THE JUNE 27, 2011 MEETING; PAYROLL

VOUCHERS #51445 THROUGH #51496 IN THE AMOUNT OF \$1,145,566.33; OTHER VOUCHERS #10216 THROUGH #10445 IN THE AMOUNT OF \$395,340.38. EDNA FUND SECONDED. MOTION CARRIED UNANIMOUSLY.

President Hardy called for a 15 minute break.

President Hardy called the meeting back to order at 8:15 p.m.

12. Unfinished Business:

Action Plan – Mike reviewed the status of the *Action Plan* which started a discussion about what the next steps would be. Mike said that staff will prepare a revised version based on the input from the recent work session and distribute it prior to the next Board meeting for review. The Action Plan will be an agenda item next month for further discussion and possible approval.

Ocean Park – Mike stated that the \$50,000 approved at the June Board meeting will take the Ocean Park expansion project through the construction documents phase and work is starting with an interior design architect. After the construction documents are complete, Mike will report back to the Board about funding from the Friends and to request approval for additional funding. Ideally the project will go out to bid at the end of 2011 with a target of starting in the 2012 construction season.

Leadership Development Program – Rich Park described TRL's current training practices and procedures in regards to the organization's hierarchical structure, and training and performance appraisals as they relate to Leadership Development. Since January 2010, 261 staff attended All Staff Training Day, 82 attended outside conferences, 67 attended internal training events, 638 attended internal training event, and 20 attended 13 webinars. Starting this year, there will be a leadership track at ASTD. After some discussion and input from the Board, Rich offered to develop a curriculum outline for a Leadership Development Program that incorporates the Boards ideas which will be presented at the next Board meeting.

Yelm Agreement – The Board received a draft agreement with the City of Yelm which outline's TRL's contribution to building maintenance costs if the City purchases the current Yelm library under a condo arrangement. The draft includes comments from the TRL attorney, Craig Hanson. Mike

suggested, and it was agreed, that we will incorporate Craig's changes and forward the draft agreement to the City of Yelm for review. It will come back to the Board for review.

13. New Business

a. Update on TRLF Endowment Campaign – Lynn Bussaca

Lynn reported that the TRL Foundation is focusing its efforts on an endowment campaign. They have hired Victoria Wortberg, former TRLF Director, as a consultant, to help them assess their readiness to conduct an endowment campaign. They will do a feasibility study in September and based on their final report from Victoria in November, they will decide if they will pursue an endowment campaign with a goal to raise \$10 million over the next five years.

b. Hoquiam Annexation

Mike reported that the city of Hoquiam is doing the required paperwork for an annexation vote in November. The City can no longer afford the contract with TRL.

14. Committee Reports

- a. Budget Committee –Bob Hall/Rick Homchick reported that the Budget Committee reviewed the *Budget Priorities and Review of External Factors* document at the June 30<sup>th</sup> meeting. Rick gave a brief overview of the document which is a five-year planning document.

15. Discussion Items:

a. Future Agenda Items

1. Edna asked when the Internet Filtering discussion would be on the agenda. Mike stated that he had recommended at the last Board meeting that the discussion be delayed until there is a decision by the Eastern Washington District Court on the North Central Regional Library filtering case. A decision is expected in July.
2. John asked to have the topics Director Evaluation, TRL policy on contribution costs in city-owned buildings, and Leadership Development Program added to next month's agenda if possible.

16. Final Board Comments: None.

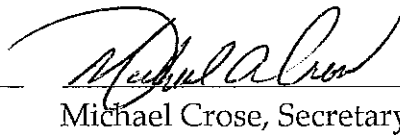
17. Executive Session: At 9:30 p.m., President Stephen Hardy called for EXECUTIVE SESSION pursuant to RCW 42.30.10 to discuss 1. Current contract negotiations with AFSCME-WSCCCE Local 3758; and, 2. Employee Grievance

President Hardy called the meeting back to order at 9:45 p.m.

18. Adjournment: With no further business, President Hardy adjourned the meeting at 9:45 p.m.



President, Stephen Hardy



Michael Crose, Secretary