



BOARD OF TRUSTEES MEETING
Mountain View Timberland Library
210 Silverbrook Road
Randle, WA 98377
Wednesday, August 28, 2013
1:00 pm

MINUTES

BOARD MEMBERS PRESENT: Corby Varness, Hal Blanton, Bob Hall, Stephen Hardy, Regina King, and Emmett O'Connell.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Cheryl Heywood, Gwen Culp, Ellen Duffy, Kristine Tardiff, Felicia Wilson, Rick Homchick, Jeff Kleingartner, Ryan Williams, Rich Park, Elizabeth Squires, Mary Prophit, Nancy Sawyer, Judi Brummet, Tim Mallory, and Brenda Lane; recorder.

President Corby Varness welcomed everyone to Randle and called the Regular Board meeting to order at 1:03 pm.

AGENDA ITEMS

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

13-33 – BOB HALL MADE A MOTION TO ACCEPT THE AGENDA AS PRESENTED. REGINA KING SECONDED. MOTION APPROVED UNANIMOUSLY.

4. Focus on the Local Library – Library Manager Nancy Sawyer welcomed everyone to Randle and highlighted some accomplishments over the past

3 years. Nancy reported that along with the Friends of the Library, Mountain View sponsored six Summer Reading Programs and program attendance was amazing. Their highest attended summer programs had 103 and 114 children attending and set a new record. Nancy shared that the library plays a big part in the lives of the community and it is their goal to reach out to everyone in the community and to provide the best library services we have to offer.

5. Correspondence – None.
6. Public Comments – None.
7. Board Comments – Trustee Hall shared that he attended PNLA and felt that the presentations for Trustees were weak this year. He appreciated the opportunity to attend, but would have liked to see better programs and sessions for a Trustee. Trustee Hardy thanked the Friends for their refreshments and commented on the delicious brownies. Trustee Blanton stated that he is happy the meeting is in his area of the world for the meeting. President Varness shared her excitement about the Summer Reading Program statistics and is continually amazed at the great work from staff.
8. Director's Report – Cheryl Heywood
 - a. Cheryl shared information on All Staff Training Day which is scheduled for September 18, dates for her quarterly County Commissioner visits, and Library Card Sign up Month scheduled for September 16 – October 31, 2013. She also reported that there will be a Morton Kiosk Grand Opening, September 19, at Centralia College East in Morton.
 - b. Timberland Reads Together – Tim Mallory shared that this year's TRT kick-off event will be held at the Washington Center, October 1, and will showcase author Timothy Eagan and his book, Short Nights of the Shadow Catcher.
9. Financial Report – Rick Homchick presented the financial report.
10. Voucher Report – Rick Homchick presented the voucher statements.
11. Consent Agenda - Motion for approval.

13-34 – STEPHEN HARDY MADE A MOTION TO APPROVE THE CONSENT AGENDA WHICH INCLUDES MINUTES OF THE JULY 24, 2013 BOARD MEETING; AUGUST SURPLUS LIST; PAYROLL VOUCHERS #52539 THROUGH #52575 IN THE AMOUNT OF \$1,234,68.25; OTHER VOUCHERS #16413 THROUGH #16676 IN THE AMOUNT OF \$618,408.72. HAL BLANTON SECONDED. MOTION CARRIED UNANIMOUSLY.

12. Unfinished Business

- a. Strategic Planning Update – Cheryl shared that the Strategic Planning Committee has added Library Managers Cherie Rusk, Peer 1, Michelle Zilli, Peer 2, and Holly Paxson, Peer 3 to the committee. A retreat is scheduled for October 11-12 and staff is busy working on the community and staff focus groups that will be held September 23-27 at the Centralia, Shelton, Raymond, Montesano, and Lacey Timberland Libraries respectively. Cheryl also reported that Nancy Bolt and Karen Strege, Strategic Planning Consultants, will give a short update at the September Board meeting in McCleary.
- b. Leadership Development Program Update – Cheryl gave an update on the program and reported that this month marked the graduation of the nine month program. President Varness spoke to the group about being a Board member and guest speaker Cheryl Fambles, Executive Director, Pacific Mountain Workforce Development Council, spoke about leadership. Cheryl reported that she spoke about the subject of integrity which was an identified topic at the beginning of the year. Congratulations to all!

13. New Business - None.

14. Committee Reports

- a. Facilities Committee – Trustee King reported that the Facilities Committee met and discussed the following items:
 - i. Oakville – The Letter of Intent (LOI) between TRL, the Oakville School District, and the City of Oakville has been signed. TRL staff attended a back to school bbq on August 23 and Cheryl gave a presentation and answered questions from the public on a joint/school public library.
 - ii. Toledo – The Lewis County Commissioners approved the vote for annexation for Toledo and it will be placed on the November

ballot. TRL staff has provided a FAQ informational brochure to the Toledo citizens.

iii. Morton – The kiosk will be installed at the Centralia College East campus and a grand opening is scheduled for September 19.

iv. Service Center – The remodel project is complete.

b. Budget Committee – Trustee O'Connell reported that the Board will have a Budget Workshop before the September 25 meeting. Rick will present comprehensive budget numbers and review the 2014 budget requests.

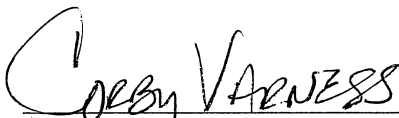
c. Policy Committee – Trustee Hall reported that the Policy Committee met and discussed the Staff Ethics, Staff Use of TRL Equipment, and Board of Trustees Ethics policies. Trustee Hall reported that staff will make suggested changes and send to legal counsel for review. After legal review, the Committee will meet again for final review and provide a recommendation for approval at the September meeting.

15. Final Board Comments – Trustee Blanton shared that he is impressed with the level of transparency and public trust TRL has and he is looking forward to the Strategic Planning process. President Varness thanked the Mountain View staff for their hospitality and great brownies.

16. Adjournment: At 2:25 pm, President Varness called for an Executive Session pursuant to RCW 42.30 to discuss union negotiations.

At 3:07 pm, President Varness called the meeting back to order.

With no further business, President Varness adjourned the meeting at 3:08 pm.


Corby Varness, President


Cheryl Heywood, Secretary