



BOARD OF TRUSTEES MEETING
Ilwaco Timberland Library
158 1st Avenue N.
Ilwaco, WA 98624
Wednesday, July 22, 2015
5:00 pm

MINUTES

BOARD MEMBERS PRESENT: Hal Blanton, Rebecca Connolly via phone, Bob Hall, Regina King, Emmett O'Connell, and Corby Varness.

BOARD MEMBERS EXCUSED: Stephen Hardy

STAFF PRESENT: Cheryl Heywood, Gwen Culp, Ellen Duffy, Rick Homchick, Bill Wilson, Jeff Kleingartner, Ryan Williams, Felicia Wilson, Walter Bracy, Kristine Tardiff, Iver Matheson, Kristine Pointer, and Brenda Lane; recorder.

President Blanton welcomed everyone to Ilwaco and called the Regular Board meeting to order at 5:01 pm.

AGENDA ITEMS

1. Library Manager Kristine Pointer led the pledge of allegiance.
2. Welcome and self-introductions of Board members, staff, and the public. Mayor Mike Cassinelli welcomed everyone to Ilwaco and shared some local history on the building. He noted that this building was built by donations from many sources including the Friends of the Library, the City, and the community.
3. Approval of Agenda.

15-37 – CORBY VARNESSE MADE A MOTION TO ACCEPT THE AGENDA AS PRESENTED. BOB HALL SECONDED. MOTION PASSED UNANIMOUSLY.

4. Healthcare Benefit Presentation and Executive Summary – John Wallen, Molly McHugh, and Galen Li, consultants from DiMartino and Associates joined the meeting via telephone. They reviewed the Executive Summary which was presented to the Board of Trustees for review. This summary compared costs and health care benefits of our current provider WCIF to the proposed provider AWC.
5. Correspondence – Cheryl shared that a meeting has been scheduled to meet with Marilyn Vogler who spoke at Shelton last month on her concerns on Open Hours. She also noted that we are working on scheduling a meeting with Suzanne Cofer who had sent comments to the Board regarding the Facilities Committee meetings.
6. Public Comments – None.
7. Welcome and Focus on the Library – Library Manager Kristine Pointer thanked everyone for coming to Ilwaco and added some items not in her report. She shared that Ilwaco is having a very successful summer and staff have done a super job on outreach to the local schools for the Summer Reading Program.
8. Board Comments – Trustee King stated that it is wonderful to be in Ilwaco and she and her boys came early to enjoy the local area. She shared that she is always in awe of the beauty and diversity of our district. Trustee Hall reminisced about the grand opening of Ilwaco library years ago and all the organizations that came together to make it happen. Trustee Varness shared that she is amazed after listening to Mayor Cassinelli how many organizations were involved. Trustee Connolly commented that she would like to follow-up on the discussion on the Grays Harbor levy buy back from last month's Board meeting. She would like to raise a couple of concerns on why we would enter into a tri-lateral agreement instead of a bi-lateral agreement? She would like to ask staff to talk with legal counsel regarding the risks and how it will be appropriated. President Blanton shared that he was reviewing the Strategic Plan and he too is impressed with the way we work within our communities. He agrees that our staff and communities working together is uplifting to see.
9. Director's Report - Cheryl Heywood

In addition to her written report, Cheryl shared additional news going on throughout the district. She announced that the Tumwater Library

Manager and Training and Staff Development Coordinator positions are in the final interview stages. She shared that she has been officially invited to serve as a Board member on the Pacific Mountain Workforce Development Council and is a very important organization for TRL to be part of. The Board agreed and offered their congratulations to Cheryl. Finally, Cheryl shared information on a 6-month pilot project with adult coloring book kits and passed around a kit for everyone to see. She also provided a 6-month Director report which gives an overview of all of the activities she has been working on or attended.

Financial Report – Rick Homchick presented the financial report.

10. Voucher Report – Rick Homchick presented the voucher statements.

11. Consent Agenda - Motion for approval.

15-38 – CORBY VARNESSE MADE A MOTION TO APPROVE THE CONSENT AGENDA WHICH INCLUDES MINUTES OF THE JUNE 24, 2015 BOARD MEETING; JULY SURPLUS LIST; PAYROLL VOUCHERS #58558 THROUGH #58588 IN THE AMOUNT OF \$1,233,256.65; OTHER VOUCHERS #22398 THROUGH #22615 IN THE AMOUNT OF \$400,953.09. EMMETT O'CONNELL SECONDED. MOTION PASSED UNANIMOUSLY.

12. New Business – Cheryl Heywood

- a. 2016 Budget Priorities – Rick asked for a motion to approve the 2016 Budget priorities that were presented at the June 24, 2015 Board meeting.

15-39 – BOB HALL MADE A MOTION TO APPROVE THE 2016 BUDGET PRIORITIES AS PRESENTED. EMMETT O'CONNELL SECONDED. MOTION APPROVED UNANIMOUSLY.

- b. Resolution for Signatory Authority for Local Depository Accounts Resolution – Rick explained that this is the approval to add new and/or current staff to signature cards at local banks for the authority to deposit funds. This request will rescind any previous signatory authorization and approve new signers.

15- 40 – BOB HALL MADE A MOTION TO APPROVE THE SIGNATORIES ON THE LOCAL BANK DEPOSITORIES AS PRESENTED. EMMETT O'CONNELL SECONDED. MOTION APPROVED UNANIMOUSLY.

- c. Resolution to set and authorize the retail price of Timberland Writes Together Anthology – Cheryl noted that TRL must set the retail price of the materials as close to the cost as possible in order to not profit from the selling of the TWT book and ebook.

15 – 41 - EMMETT O'CONNELL MADE A MOTION TO APPROVE THE RETAIL PRICE OF THE "TIMBERLAND WRITES TOGETHER" ANTHOLOGY AT NO MORE THAT \$7.99 FOR A PRINT PAPERBACK EDITION, AT NO MORE THAN \$9.99 FOR A LARGE PRINT PAPERBACK EDITION, AND \$0.99 FOR AN EBOOK EDITION WITH QUANTITY AS PRINT ON DEMAND. BOB HALL SECONDED. MOTION APPROVED UNANIMOUSLY.

13. Unfinished Business – Cheryl Heywood

- a. Grays Harbor Transit Authority Interlocal Agreement – Cheryl noted that information was presented last month for review and the Grays Harbor Transit Authority Board this month voted to approve the agreement as presented. Cheryl also noted that she shared with the Board follow-up emails from legal counsel that shared legal counsel's opinion regarding this pilot project. After a brief discussion, the Board agreed to proceed with the partnership and President Blanton asked for a motion.

15 – 42 – EMMETT O'CONNELL MADE A MOTION TO APPROVE THE INTERGOVERNMENTAL AGREEMENT BETWEEN TIMBERLAND REGIONAL LIBRARY AND GRAYS HARBOR TRANSIT AUTHORITY FOR BUS PASS SALES AND TO AUTHORIZE THE LIBRARY DIRECTOR TO SIGN AND EXECUTE THE AGREEMENT AS PRESENTED. BOB HALL SECONDED. MOTION APPROVED UNANIMOUSLY.

- b. Raymond Concurrent Annexation Resolution – Cheryl presented a draft agreement and asked Rick to provide background information. After a brief discussion it was decided to move forward with the approval to execute the agreement.

15 - 43 – BOB HALL MADE A MOTION TO APPROVE THE ANNEXATION AGREEMENT WITH THE CITY OF RAYMOND AND AUTHORIZE THE BOARD PRESIDENT AND LIBRARY DIRECTOR TO SIGN AND EXECUTE THE AGREEMENT AS PRESENTED. EMMETT O'CONNELL SECONDED. MOTION APPROVED UNANIMOUSLY.

- c. City of Raymond Concurrence Resolution - Rick presented information and asked for approval.

15 – 44 – BOB HALL MADE A MOTION TO CONCUR WITH THE ANNEXATION OF THE CITY OF RAYMOND UNDER THE CONDITION THAT THE CITY AGREES TO PROVIDE AND MAINTAIN SUITABLE QUARTERS FOR THE LIBRARY, AND TO PROVIDE AND MAINTAIN SATISFACTORY HEAT, LIGHT, WATER, JANITORIAL SERVICES, AND GROUNDS MAINTENANCE, ALL WITHOUT COST TO TIMBERLAND REGIONAL LIBRARY. EMMETT O’CONNELL SECONDED. MOTION APPROVED UNANIMOUSLY.

14. Committee Reports

- a. Staff Survey -- Rebecca Connolly

Trustee Connolly reported that the committee was unable to meet but they are reviewing last year’s questions and looking at other sites for additional questions. She also noted that we may want to craft the questions around what we want to use the information for. Trustee Varness agreed, and would also like to let staff know why we made changes to the questions. Trustee Connolly stated that she agrees and will bring the suggestion to the committee to talk about how to communicate this to staff. Survey questions will be presented for review and approval next month.

- 16. Final Board Comments – Trustee King shared that she brought her boys with her today and they spent the day exploring the local area. She appreciates Mayor Cassinelli’s comments as she has spent a lot of time thinking about a quote by Margaret Meade – “A small group of thoughtful people could change the world. Indeed, it's the only thing that ever has.” Recently she visited the Ferndale Library which had voted for a new library as they were using an old storefront and with the work of the city, the Library, and the Friends working together, they have built a new library! It is impressive when everyone works together towards the same goal! She also noted that today, she and her boys went to visit Starvation Alley Farms which grows cranberries locally. She said that they learned that they participate in community source capital by giving loans so the public can buy into and support the local businesses. Again, it is fascinating and inspiring to see what collaboration can do. Trustee Hall noted that he received the TRL newsletter and wanted to commend the

Communications department on how great it looks. Trustee Varness shared that she has seen first-hand the Microsoft IT Academy offerings help people get jobs and she continues to be impressed. She also shared that she was in the Aberdeen Library recently and a homeless patron was using a very loud voice which was disturbing others. She wanted to commend the security guard on how well he handled the situation. His kindness and use of words kept the situation under control and respectful to the patron. Trustee Connolly thanked the Board for putting up with her being on the telephone and she continues to love the work the libraries are doing. It is fun to talk to people about our services. President Blanton shared that he is happy to be in Ilwaco but it feels like he left one time zone to visit another coming from Packwood.

16. Future Agenda Items – None.

17. Executive Session – At 6:51 p.m., President Blanton called for an Executive Session to discuss negotiations. He announced the Board would meet for approximately 30 minutes.

At 7:29 p.m., President Blanton called the meeting back to order.

18. Adjournment – At 7:29 p.m., with no further business, President Blanton adjourned the meeting.


Hal Blanton, President


Cheryl Heywood, Secretary