

FORT VANCOUVER REGIONAL LIBRARY DISTRICT
Board of Trustees Meeting

January 13, 2003

I. CALL TO ORDER

Chair Merle Koplan called the meeting to order at 6:02 p.m. at Washougal Community Library.

II. PRESENT

Chair Merle Koplan presiding. Board members: Ellis Dunn, Jerry King and Elena Smith. Staff attending included: Bruce Ziegman, Executive Director; Patty Duitman, Associate Director; Candy Morgan, Associate Director; Doreen Turpen, Associate Director; Sue Vanlaanen, Associate Director; Sean McGill, Washougal Community Librarian and Becky Pettigrew, recording.

Others staff and citizens attending: David DiCesare, Rick Smithrud, Nancy Miller, Nancy Sawrey, Florence Wager, Carl Sofie and Tom Vogt.

III. AGENDA

The agenda was approved as presented.

IV. MINUTES

The minutes of the December 9, 2002 meeting were approved as mailed.

V. ANNOUNCEMENTS

On behalf of the Board, Koplan thanked the Friends and staff of the Washougal Community Library for the coffee and cookies they provided. Koplan also thanked Dunn for continuing on the board until the City and Counties appoint a replacement.

Koplan also noted that the list of 2003 board committee assignments were included in the board's packets. She thanked trustees for accepting the assignments.

With everyone's busy schedules, it took some time to find a retreat date that would work for everyone. Koplan acknowledged that there were no dates in March that would work for all trustees. The retreat has been set for June 9-10 in Goldendale. Koplan proposed that future retreat dates be scheduled a year in advance.

Three trustees were not able to attend tonight's meeting. Koplan explained that one member was absent due to illness, another was caring for an injured family member and the third had an unexpected meeting out of town. An effort was made to contact the absent trustees earlier in the day, so that they would have an

opportunity to express their thoughts about the decisions that are before the board tonight. Koplun read statements from two of the absent board members:

- Shirley Morgan indicated her wholehearted support of a decision to separate Vancouver Community Library from the District Operations Center, especially considering the cost savings that would be realized by doing so. S. Morgan had also said that using district funds to pay for part of the Operations Center would be very appropriate since it serves the entire district. She agreed with the recommendations of the 20-year capital plan for libraries in Clark County and the greater Vancouver bond measure as a whole.
- Marilyn Breckel also gave her wholehearted support for all recommendations that are before the board tonight. She was especially impressed with the efficiencies, cost savings and better use of land brought about by separating the Operations Center from Vancouver Community Library. Breckel was pleased to learn that the Community Resource Team was fully supportive of this proposal. She thought it was very important to use some district funds to pay for the Operations Center.

VI. CITIZEN COMMENTS

None.

VII. BUSINESS

A. Expenditure Approval

MOTION: Jerry King moved and Ellis Dunn seconded approval of the accounts payable, payroll and payroll payables as presented. The motion passed unanimously.

B. Three Creeks Library Capital Facility Area Expenditure Approval

MOTION: Jerry King moved and Ellis Dunn seconded approval of the Three Creeks Library Capital Facility Area expenditures. The motion passed unanimously.

C. Separating District Operations Center from Vancouver Community Library

Ziegman shared some background information. He noted that sometimes it's hard to break the mold. Vancouver Community Library and the Operations Center have been together since 1963. In 1999, the district moved technical services and collection development to a separate location due to lack of space. Now, we have the opportunity to look at changing this model to something that would be in everyone's best interest. Staff discussions have already commenced on how we could best facilitate this change. Moving operations to a separate, warehouse/office-

style building would bring a \$7 million reduction from previous bond amount estimates. It would also allow us to make the best use of the space at the library's current location. Ziegman noted that a "book warehouse" is not the most desirable use of land in Central Park. Moving operations out of Vancouver Community Library would conserve green space. Ziegman recommended approval of separating the Operations Center from Vancouver Community Library.

King commended staff for a well-written report and said that it makes sense to him to separate district operations from the main library. He agreed that this change would not only save taxpayers a lot of money, it would also allow us to make the best use of the current library building.

Dunn said that the board's Vancouver Ad Hoc Committee met to discuss this and that he is very excited about the idea of separating the two. The idea was explored at the October design symposium and was represented in one of the design concepts as a result. Dunn said he feels that it makes sense.

Smith expressed support for this proposal, saying that she really likes how it would save green space.

MOTION: Jerry King moved and Ellis Dunn seconded that if the FVRL Board of Trustees votes to place a bond measure for new Vancouver libraries and operations facility on the ballot and if that bond measure is successful, the operations facility will be located separate from the Vancouver Community Library. The motion carried unanimously.

Koplan thanked staff and the community for their good work researching this.

Ziegman said that in initial discussions with the Community Resource Team, the ideas centered on keeping Vancouver Community Library and district operations together. When the idea to separate the two came up more recently, DiCesare contacted the Community Resource Team to see if they concurred. They fully support the idea.

- D. Resolution 2003-1: 20-year Capital Facilities Plan for Clark County
Ziegman noted that in 1996, we contracted with The BJSS Group to develop a capital plan; the plan was later updated in 1999. In 2000, consultant David Smith also did facilities assessments for greater Vancouver and Clark County.

The new capital plan for libraries in Clark County is an update to the previous reports. It includes the new Three Creeks branch and the library being built in La Center. Currently, we have 69,400 square feet of library

space in Clark County and Woodland. Completion of this plan would result in 215,000 square feet (.46 square feet per capita), bringing us up to average service levels across the state. It calls for new libraries in Hazel Dell and northeast Clark County during the next 20 years and also includes an expanded or new branch in the Orchards/Vancouver Mall area.

New libraries for Vancouver and Cascade Park are included in the first phase of the plan.

It was also noted that the plan would be subject to change. Opportunities sometimes arise sooner than expected. An example of this is the hard work being done by the community in La Center, where an old hospital building is being remodeled into a library. The plan would serve as a guideline for the district. Ziegman recommended approval of the plan through adoption of Resolution 2003-1.

King acknowledged that a lot of work was put into this plan and that it is particularly timely with our discussions of new library facilities for greater Vancouver. He said that it's hard not to be skeptical of long-range plans since it is so hard to accurately forecast population and economic growth. However, King said it is important to think ahead and to demonstrate our support for the community.

Dunn said that he supports the capital plan, particularly since the board operates with something called "opportunistic pragmatism," which allows us to take advantage of opportunities as they occur. He also noted that this plan, if implemented, would take us to the current average for square footage per person, not a future forecasted square footage. Ziegman agreed that a future square footage might be different.

Koplan acknowledged that staff have given themselves many challenges and the board trusts that they would be able to fulfill the 20-year plan.

MOTION: Jerry King moved and Ellis Dunn seconded approval of Resolution 2003-1, adopting the 20-year Capital Facilities Plan for Library Services in Clark County. The motion carried unanimously.

- E. District Funding for Future Operations Center
Ziegman proposed that, should the ballot measures for greater Vancouver libraries be successful, the library district contribute from its Planning and Development year-end fund balance toward construction of the future operations center. These funds would be combined with those gained through passage of the bond measure.

Ziegman noted that the board-approved Planning and Development fund was established for just this sort of opportunity. He recommended approving a minimum of \$500,000 toward the new Operations Center.

King asked whether the board should consider allocating more than \$500,000, since the Operations Center serves the entire district. Future sale of assets such as the current Cascade Park building could also be applied to the project. For now, however, King agreed that the board should at least approve \$500,000.

Koplan said that this would still leave enough emergency funds available to the library district.

MOTION: Jerry King moved and Elena Smith seconded that if the FVRL Board of Trustees votes to place a bond measure for new Vancouver libraries and operations facility on the ballot and if that bond measure is successful, construction and/or equipping of the Operations facility will be funded in part with district funds. The minimum amount provided by the district will be \$500,000. The motion carried unanimously.

Koplan reminded the group that absent board members Shirley Morgan and Marilyn Breckel had given their support to this action earlier in the day.

F. Resolution 2003-2: Formation of Greater Vancouver Library Capital Facility Area (LCFA) and Bond Measure

Koplan said that the Vancouver Ad Hoc Committee met on December 20 to talk about the LCFA and bond measure, and are recommending that the board approve the resolution.

Ziegman shared some background. Staff and citizens have been working on this for well over a year. The county attorney reviewed the ballot language in the resolution, which resulted in some changes to what trustees were originally sent. The changes were minor and consisted mainly in refinement of the proposition wording. The resolution asks that two measures be placed on the ballot. One measure is for the formation of the Greater Vancouver LCFA and the other is a bond measure that would fund the construction of the new/remodeled Cascade Park and Vancouver libraries and district operations facility. The resolution has 2 parts: one is the actual resolution and the other is a request to Clark County asking that the measures be placed on the ballot.

Vancouver Community Library is the busiest library in the state. Ziegman reported that the branch circulates 1.2 million items in just 36,000 square feet of space. The next busiest library statewide is the Bellevue Public Library, which circulates less than we do from 90,000 square feet of

space. Cascade Park Community Library is 2,500 square feet and circulates three times more per square foot than the main library.

During the last 18 months, staff has worked hard to ascertain whether or not these measures have a chance of passing. Ziegman noted that Vancouver City Council and the city manager have committed a great deal of support to the library. The City plans to give us land at both locations at no cost. They've also paid a majority of David DiCesare's salary so that he can help us plan for the new buildings. Ziegman acknowledged DiCesare's outstanding work on this project.

The Community Resource Team, comprised of 17 citizens who reside in Vancouver, began meeting just over a year ago. Ziegman shared that the group is very supportive of going forward with the measures.

Other research includes a phone survey and focus groups. Survey results showed that 80% of those polled support expansion of the facilities. Design symposia were also conducted to generate interest and obtain feedback.

Ziegman also noted that Citizens for Better Libraries, a political action committee, is busy raising funds and obtaining support (Jan Oliva is the committee's Chair and Nancy Miller is Treasurer). In addition, the FVRL Foundation has been extremely supportive and is planning a fundraising campaign that will commence once the measures are successful.

Benefits of the new libraries were explained, and include the addition of quiet study areas, more spaces for programming, meeting spaces, 100,000 new books and much more.

Koplan invited Nancy Miller to share information about Citizens for Better Libraries. Miller said that under Jan Oliva's leadership, the committee is active again and Oliva has already done fabulous work raising funds. She said that their job is to educate voters and to let them know to the best of their ability and funds how important this is to the community. Miller said she came to the meeting tonight to let the board know that she is behind them and that the committee will do all they can to get the measures to pass.

Florence Wager said that as a member of the Community Resource Team and Friends of the Library, and as a new Parks Commissioner, she wants to underscore the importance of these measures and guarantee her wholehearted support, along with support from the rest of the Community Resource Team.

Dunn said that after having worked with staff and citizens on this project for 11 years, he is delighted to recommend approval of the resolution.

King said that this is a great project and that we've gotten a lot of support. He acknowledged that it will take a lot of work to get the rest of the support we need. This means that we need to be very good about presenting the information to the public. People will need to write letters, go out and speak and just overall work very hard. King said he feels confident we can do it. Smith agreed that this is a very exciting opportunity.

MOTION: Ellis Dunn moved and Jerry King seconded approval of revised Resolution 2003-2 as presented, requesting the establishment of the Greater Vancouver Library Capital Facility Area and to finance new library facilities in Vancouver. The motion carried unanimously.

Ziegman thanked staff for their hard work on this project to date. He noted that DiCesare has provided excellent leadership. Administrative Team members have put in a lot of time and effort, have made field trips, written reports, done analysis and much more. The hardest part is yet to come. Ziegman said he is confident that we have a tremendous chance for success.

Koplan said the board has confidence in the staff, Citizens for Better Libraries, Community Resource Team, and everyone else involved that it can be accomplished.

VIII. REPORTS

Koplan noted that reports would be ordered differently each month.

A. Community Library Services

Candy Morgan's written report is attached. Morgan introduced Washougal Community Librarian Sean McGill and Circulation Supervisor Nancy Sawrey. Morgan commended McGill and Sawrey for their hard work and community outreach, noting that the branch is thriving under their leadership (details about activities at the branch are included in her report, attached).

McGill said that they give programs at a Headstart class four times per week. As a result, the branch receives more visits from students in the class. They have been trying to partner with other groups in the community. Classes from Bethel Community Church will be visiting the branch soon. McGill also mentioned that a local church provides them with free space for their book sales.

Morgan noted that circulation in Washougal has increased 12.4% over

2001. District-wide, circulation has increased 11.1%. Some (but not all) of this increase is a result of opening the new Three Creeks branch. A few branches experienced a slight decrease in circulation due to the new Three Creeks branch, but overall the district's circulation continues to grow.

Morgan also noted that the Colf family has purchased the entire HVAC system for the new La Center library. The Colf family intends to complete more work on the building. It is anticipated that the building will be ready to be turned over to FVRL in June or July.

King expressed amazement that circulation has gone up 11.1% over the previous year. He said that reading is obviously very important to people and that this trend indicates that computers have not replaced books. Koplán added that there are other benchmarks to consider, as people are using other library services too. People are using library computers in addition to continuing to check out books and other materials.

Ziegman said that opening the new Three Creeks branch did not mean our service area grew. We are still serving the same basic population. Instead, it means that more citizens from this area are now using the library.

Morgan acknowledged that the Three Creeks branch was a year old yesterday. The exterior signage there is finally completed and Morgan said that the signs look beautiful.

B. Vancouver Activities

Doreen Turpen's written report is attached. Turpen thanked the board for voting to put the two measures on the ballot. Every day, the Vancouver branch is challenged in some way to provide services in their limited space. A recent example is the high use of library hall, which results in difficulty scheduling programs and meetings as so much is going on.

Turpen noted that the opening of the Three Creeks branch did not cause a decline in the number of visits to the Vancouver branch. The branch continues to experience high usage.

Membership in the Friends of the Vancouver Community Library continues to grow. They've gained nearly 100 members in each of the last 2 years. Turpen noted that their 2003 goal is 400 members. The Friends have indicated that they are ready to work with the Citizens for Better Libraries as needed.

Koplan said that whenever she visits the Vancouver branch, employees are on task. If employees are not checking out books to patrons, they're working on something else. She said it is clear to her that the library is not overstaffed.

C. Greater Vancouver Building Project

Vancouver Project Planner David DiCesare shared a poster-sized map of the proposed LCFA. The area has 200,000 citizens with 93,000 registered voters. He noted that the map would soon be available from our Web site so people can view it.

DiCesare acknowledged the Evergreen Community Center group for their work. Florence Wager is on the board for the Evergreen Community Center and has been making sure that the library is represented in their planning. The community center is slated to open in the first half of 2005. If the library's LCFA and bond measures are successful, the new Cascade Park library should open in 2005.

Library staff, along with Rick Smithrud who has been representing the FVRL Foundation, have been working with consultants to coordinate messaging regarding library facility needs for the future. DiCesare noted that as we move forward, there will be a clear delineation between what staff, the FVRL Foundation and the Citizens for Better Libraries political action committee can and cannot do. Staff will not be able to advocate for the ballot measures; this is something that would be done by the political action committee, the Foundation and Friends of the Library.

DiCesare also noted that speaker training will be provided to those who want to go out and share information about the district and ballot measures.

D. Support Services

Patty Duitman's written report is attached. Duitman introduced Carl Sofie, a library courier who makes deliveries throughout the district. Duitman was pleased to report that Sofie is the new president of the FVRL chapter of Washington Public Employees Association. He has been involved in the classification study as well as other projects. The Board thanked Sofie for attending the meeting.

Duitman shared that Fleet/Facilities Manager Dennis Sword arrived in North Carolina and has received the first new library bookmobile. He will be driving it back so that he can test its features as part of our acceptance agreement. It is important that the new vehicles handle well in snow and ice and over difficult terrain, since they will be driven along rural roads to serve outlying areas of the district.

E. Communications

Sue Vanlaanen's written report is attached. Vanlaanen noted that an image of the bookmobile's exterior design was included in her report. Since the designs will be applied as a vinyl wrap, they will allow for some more unusual and detailed graphics than what we have done in the past.

Next month, Vanlaanen will give a presentation to the board about the district's new Web site. Her presentation will include a demonstration of the site as well as some statistics on site usage (the Web site was revamped last year to be more accessible and user-friendly).

Koplan said when she was appointed to the board about 5 years ago, our Web site was atrocious. She noted that the new site has kids and teens pages with lots of great resources and links. Vanlaanen added that she likes being able to post current programs and news on the homepage to keep our patrons informed.

Vanlaanen also mentioned that she put together a Q & A sheet about the bond measure for staff use. Ziegman asked Vanlaanen to email this document to the Board.

F. FVRL Foundation

Rick Smithrud's written report is attached.

The location for the Foundation's annual dinner has been changed to The Hoop (located in Vancouver) instead of Pearson Air museum. Smithrud asked board members to mark their calendars for the event, which will be held on Thursday, June 5 and will feature guest speaker Larry Colton, author of *The Goat Brothers* and *Counting Coup*. He also noted that the menu theme is a Caribbean Café. Board members were given a sponsorship list.

Smithrud also invited the trustees to consider attending this year's Friends Fair, which will be held in Stevenson on April 26 and is being sponsored by the Friends of the Stevenson Community Library.

An article about local teen McKenzie Cullen appeared in *The Columbian* recently, regarding her efforts to raise money for new books on CD for the library. As a result of this student's efforts, 275 new CDs have been added to the library collection. Koplan noted that the CDs are popular, as most are checked out at any given time; she only found 5 on the CD shelf when she visited the Vancouver branch this week.

IX. DIRECTOR'S REPORT

Ziegman said that earlier, he forgot to include Smithrud and the FVRL Foundation in his acknowledgements of those who had made significant contributions to building project planning. He also mentioned that the article about McKenzie Cullen appeared very prominently above the fold on the front page of *The Columbian*.

Cate McNeely of the Richmond Public Library will give a presentation to staff regarding libraries of the future on Thursday, January 16. McNeely is one of the leaders who took an innovative approach to library service in Richmond, particularly the Ironwood Branch. She will discuss her vision of the 21st century library, the process they used to achieve the innovations they have implemented, and the results. Board members were invited to attend.

Ziegman also shared that the signs at the new Three Creeks branch are very visible, especially at night when they are backlit.

The City of Vancouver has 11 candidates for Ellis Dunn's position. Although the list is confidential, Ziegman said that two of the individuals told him they were applying for the position. Vancouver City Council has a 3-member committee that will decide how many applicants to interview. After the interviews are completed, they will narrow it down to one person to recommend to the entire council. Once the council accepts the recommendation, it will go to the three counties served by the district for their approval. Ziegman noted that Dunn would likely have a few more board meetings to attend before his replacement is appointed.

Ziegman met with new legislators Deb Wallace and Jim Moeller recently. He reported that both are very supportive of the library.

King asked if there would be a library legislative day this year. Ziegman said that it was decided not to have one this year, as the capitol is under repair and there is really no meeting space available. The legislators are crammed into nooks and crannies. Those who plan the event decided that it was not a very good strategy to have hundreds of people up there.

X. CITIZEN COMMENTS

None.

XI. BOARD COMMENTS

King said he is very pleased about the decisions the board made tonight. Koplan said she is looking forward to a good year.

XII. NEXT MEETING

The next regular meeting will be on Monday, February 10, 2003 at Fire Station 83 (located at 213 NE 120th Avenue in Vancouver). An executive session will begin at 5:00 p.m., followed by the public meeting at 6 p.m.

Koplan will not be able to attend the meeting. King agreed to act as chair.

XIII. ADJOURNMENT

The meeting adjourned at 7:25 p.m.

These minutes were approved at the February 10, 2003 board meeting

**COMMUNITY LIBRARY SERVICES
REPORT TO THE LIBRARY BOARD**

January 13, 2003

Submitted by Candace Morgan

Some December 2002 highlights from branches and other Community Library Services Departments:

Circulation

2002 Circulation was 309,023 (11.1%) greater than 2001. It is interesting to speculate about the impact of the opening of Three Creeks. Vancouver, Vancouver Mall, Battle Ground and Ridgefield all experienced a decrease in circulation, which we may speculate was related to the opening of the new branch. Together the circulation of these branches decreased 125,971. Three Creeks circulated 374,076 items. Thus, 248,105 of Three Creeks circulation was not just a result of patrons of other area branches moving to the new branch.

I am attaching to this report the latest statistics on FVRL resident cardholders based on where they live. The population served by FVRL increased 2.76%, while the percentage of FVRL residents with library cards increased 2.3%. This is despite the fact that in December Brenda Cameron (Coordinator of Circulation Services) purged 68,000 patron records of patrons who had not used their cards since 1999. We are continuing to work on increasing the accuracy of the statistics we derive from our patron database.

Washougal

Washougal ended 2002 with a 12.4 % increase in circulation over 2001. The branch continues to have an active programming schedule including adult and teen book discussion groups; lapsit and preschool storytimes and a poets' group. Sean McGill (Community Librarian) and Nancy Sawrey (Circulation Supervisor) provide weekly short storytimes for the four local Headstart classes. The Headstart classes visit the library once a year. This month Sean will begin a monthly storytime for an ECEAP (Early Childhood Education and Assistance Program) class.

December featured a falconry program presented by Jim Hubbard, master falconer, Google, his goshawk. Sean reports that patrons are still asking for information about hawks and other raptors as a result of the program.

Cascade Park

Cascade Park was the only Vancouver City Branch with a circulation that was not negatively impacted by the opening of Three Creeks. They ended the year with a circulation increase of 9.7 %.

Teresa Torres (Community Librarian) continues to provide a number of family literacy related programs in the branch's service area. She will be presenting programs as a part of ESD 112's "Parent as Teacher" at Image Elementary School for the next three months. During that period, Ryan Ellis (Circulation Supervisor) will do the WIC programs.

Three Creeks

Sunday was the one-year anniversary of the opening of the branch. And what a year it was with an average weekly circulation of 7,397 and the addition of 3,854 new library patrons. Staff have made good progress in identifying 2,969 additional patrons who now consider Three Creeks their home branch for a total of 6,823 registered Three Creeks borrowers. A challenge for 2003 will be keeping up the effort since I am certain that the Three Creek patron base is much larger.

Ridgefield

Ann O'Reilly, (Community Librarian) reports that the annual Hometown Celebration was a great success. They were pleased that Director Bruce Ziegman joined them for Fire Chief Tim Dawdy's annual performance of the highly apocryphal ballad of the founding of Ridgefield by Jebediah Ridgefield, as well as the some excellent bluegrass music on the autoharp. The performance of the Vancouver Madrigal Singers filled the library. Lois Lampkin (Library Assistant) coordinated very popular paper plate wreath and tree crafts. The Friends provided hot apple juice and an array of home-baked treats. A good time was had by all.

White Salmon

The December display in the gallery was landscape and wildlife paintings by Lee Jensen, a long-time resident of the area and a retired commercial artist. Jennifer Hull (Community Librarian) reports that this was one of the most popular gallery shows they have had.

December featured two special programs: the Holiday Wassail and Susan Powter. The annual Wassail was a great success with an attendance count for the day of 500. Susan Powter, a best-selling author, appeared at the library with no cost to us as a result of the efforts of a local resident. Her originally scheduled date of December 16th had to be changed because she and her party were involved in the newsworthy multi-car pile up on I-5 in Seattle. Her re-scheduled program on December 23rd attracted 55 people.

Goldendale / Klickitat County Bookmobile

Goldendale hosts a unique regular program – a Song Circle. In December they co-sponsored an open-mic program with the Simcoe Toastmasters. The mixture of local history, holiday stories and tall-tales was so successful that the Song Circle regular format will change to an open-mic including stories, writings, poetry, and (of course) the music.

December's art exhibit, "Sources", featured paintings by Arlene Larison, displayed side-by-side with the sources of her inspiration, including sketches and photographs. At the reception Arlene discussed the paintings, their sources and what led to the changes she made.

Woodland

Cynthia Volk (Circulation Supervisor) provided more details about the after school group program featuring Director Bruce Ziegman on the day of December's Board meeting. She said that not only were the upstairs crowd able to sing along with Bruce and

his guitar, but the patrons downstairs had no trouble feeling a part of the program since the whole building seemed alive with music and laughter.

Geraldine Veenstra (Community Librarian) reports that the Yale group is hard at work preparing for a library election. Kathi Wheeler has done a lot of legwork talking to representatives of the school, fire department and people who were not supportive last time. They will meet with the Cowlitz County Commissioners on January 22nd.

La Center

The Colf Family Foundation has purchased the entire geothermal HVAC system and the electrical work is nearing completion. Work will begin soon on a sign. Bob Colf estimates that the building work will be completed in June or July of this year.

Young Adult Services

Trish Segal (Coordinator) made a presentation to the FVRL Foundation Board about teen programs, after which the Foundation board agreed to be responsible for \$15,000 to support incentive prizes for 2003 teen summer reading. They will seek sponsors and donors to meet this commitment. Any amount not covered from outside sources will be covered by the Foundation itself. We really appreciate the significant contribution that the Foundation has made this year and last to the success of teen summer reading. Local YAAB groups will be responsible for raising \$250 each to support the program. They will either fund raise or work with the Friends and branch staff to find donors. The teen summer reading fundraising committee consisting of Naomi Fisher, Mike Jansen, Cynthia Dominik, Barbara Meisenheimer, Trish Segal, Rick Smithrud and Jackie Spurlock, and they all worked very hard to come up with a manageable way to fund the prizes.

The Foundation received a First Book grant again to support Trish's book discussion group at the Clark County Juvenile Detention Center.

Children's Services and Family Literacy

Jacquelyn Keith (Coordinator) facilitated a meeting concerning youth services in the branches that serve the Vancouver and Evergreen School Districts (Vancouver, Cascade Park, Vancouver Mall and Three Creeks). They reached agreement concerning when it makes sense to avoid conflicting programs and determined the timing of their major children's programs for the first half of 2003.

Jacquelyn is the Project Manager for FVRL's part of an ELOA (Early Learning Opportunities Act Grant) received by ESD 112. She will supervise project coordinator Marianne Tanner, who will be paid by the grant. Marianne earned a Master of Arts, Library and Information Science degree from the University of South Florida. She was most recently an employee of the Orange County Library System in Orlando where she held several different jobs, including reference and youth services. She began work at FVRL today.

Technical Services and Collection Development

The joint project to migrate to Dynix Acquisitions is moving ahead. The last order using Baker and Taylor's Libris was sent and, this month, we have successfully sent electronic Dynix Acquisition orders to both our major vendors. There are some kinks yet

to work out, but we are moving ahead. The entire Annex staff, along with Judy Mason (IT Help Desk Supervisor), deserves recognition for the extraordinarily hard work they have done to make this change a reality.

Jackie Youngblood (Collection Development Manager) held the annual Selector's Meeting, which consisted of training in the use of Title Source II and an introduction to the features of Dynix Acquisitions. All selectors will now use this tool, supplemented by several other electronic selection tools, to send orders to Collection Development. They will also assume responsibility for allocating the items they order to specific branches. These are major changes and Jan Johnston (Collection Development Librarian) has been assisting with on-going training for the transition. Holly Blosser (Training Coordinator) is helping with written instructions for the selectors.

Yvonne Iverson (Technical Services Manager) reports that we added 18,681 new titles (86,388 volumes) to the collection in 2002.

Stevenson / North Bonneville / Skamania County Bookmobile

A performance of the local Madrigal Singers filled the gallery with 52 in the audience and 26 performers. Another well attended program focused on bears. In October a bear was sighted within the Stevenson city limits, an event that generated much public interest. Mara Reynolds (Community Librarian) recruited a local resident, Linda Hunter, to present a program on the subject. Linda spent the 2002 summer in the Cook Inlet region in Alaska guiding tours for people to see bears. In addition to recounting her own adventures with bears, she included stories from the Lewis & Clark Journals.

Battle Ground

The Battle Ground Library was closed from December 7-13 for remodeling of the workroom and circulation desk. The entire staff participated in planning the details. Due to this extensive careful planning, the project and closure went smoothly. Bud Barrett (Facilities) was the project manager and Jackie Spurlock (Community Librarian) reports that he was extremely efficient, patient, cooperative, organized, and helpful.

The Battle Ground staff are very happy with the outcome! Their favorite result is the space created by pushing the circulation desk two feet out, thereby freeing up valuable space behind the desk for the flow of carts and people. Overcrowded areas in the workroom were opened up by removing small lengths of shelving. The new circulation desk is lower, allowing children to see over the top, and shorter staff find it a more ergonomic height. There are new attractive cupboards, shelving, worktops, and filing cabinets in the workroom. While Battle Ground still desperately needs a larger library, the project has made the overcrowded work area much more attractive, efficient, ergonomic, and pleasant to work in.

During the closure the staff spent one afternoon touring the annex and Vancouver Community Library. Jackie Youngblood gave them an extensive tour of all acquisitions processes. The staff agreed that it's extremely useful to see what goes on in another department, and how a book gets added to the collection, from start to finish. As a part of the Vancouver tour Lorraine Justis provided a short tour of DIS, and Sheri Feinstein provided a very informative explanation and tour of Interlibrary Loans.

Bravo to the entire Battle Ground staff and to Bud for one of the most organized building related projects we have had!

The new Adult Literacy program continues to grow and thrive, under the leadership of Friends member Nettie Pullella-Barca. Fifteen Battle Ground tutors have been trained at Clark College since November, and all now have students and are tutoring in north Clark County at the library, the First & Clark Building, or at other mutually convenient locations. The program is so successful that Clark College has agreed to conduct a tutor training session in Battle Ground in February. Up to 15 students are expected for this local training. The Friends will purchase textbooks for all the students, but partnerships are also being sought in hopes that community organizations will help defray the cost. The Friends will also provide snacks and lunch for the local training session.

Poignant stories continue to come forth about the value of this program to the community. For example, one tutor met her student at one of the large grocery stores for their tutoring session. The student, a Russian woman, had a sick child, so the tutor and student spent the whole session reading labels on medicinal products together so the student could choose appropriate products to help her sick child.

The ESL Conversation Group continues to meet on Thursday mornings. Nettie reports that almost all of the original members who began coming in November are ready to move on to regular classes at Clark College. She already has two Peruvians lined up to become part of the next group.

This is one more of the many library programs that could not exist if it were not for the Friends and the Foundation.

Vancouver Mall

A highlight of December's programming was a special Snow Buddies program that Dawn Hill (Library Assistant) provided for the Tuesday night story time. The 44 attendees built two snow buddies that were placed at the entrance to the library.

Several months ago, at the suggestion of Mara Reynolds (Stevenson Community Librarian) we added to the Branch Day Meeting agenda a discussion between the Branch Librarians and the Selector for the area of the collection that was weeded the prior month. November's discussion included Large Print. As a result of the discussion Vancouver Mall and Vancouver traded large print books that were no longer in demand in their respective branches. Barbra Meisenheimer (Community Librarian) reports that Vancouver Mall sent Vancouver 400 volumes and received 300 in exchange. Meg Zaleski, the Large Print Selector, coordinated the exchange.

**Vancouver Community Library
Board Report for December/January
January 13, 2003
Doreen Turpen**

Programs

Forum at the Library took a break in December and January but is working on programs for February through May.

VCL staff coordinated the Live @ the Library series entitled “Piecing Together the Fabric of Community”. Under this series 5 branches held author events, quilt shows, and other programs over a three month period. Total attendance for the events was over 2,500 with the author events drawing a combined total of 393 participants. Although attendance at the author programs did not meet our expectations, the series was successful in drawing new people to the library. According to the evaluation forms distributed at several programs, 51% of the attendees were at library programs for the first time. The programs exceeded the expectations of 64% of the attendees completing the evaluations and 93% of them want to read more books by the authors.

The Vancouver Author committee featured Marc Phoenix in a writer’s workshop in November. The program drew 39 participants. The workshops for writers continue to draw well.

We have been invited to host an ALA/Women’s Day Magazine sponsored program “Put it in Writing @ the Library” for the second year in a row. This program will be held during National Library Week.

The Vancouver Senior’s Committee hosted another before hours open house in November. It included a free blood pressure clinic performed by nurses from the Free Clinic of Southwest Washington. Their next program, a slide show about building the railroad through the Tillamook forest will be held January 26.

Youth Services Department has initiated a new format for Bonkers for Books, the program for school age children held the first Saturday of each month. They have moved to themes-oriented programs and have stepped up marketing of the program. Programs had been drawing about 8 – 10 children each month. The January program had an attendance of 26, which is a significant increase.

In February Youth Services staff and a DIS librarian will make weekly visits to Hudson’s Bay High School to conduct a “Stump the Librarian” event. They will encourage students to ask questions. Armed with key reference resources and a telephone for calling DIS, they will try to answer questions within a short time-limit. Their goal isn’t just to beat the clock, but to engage students with library staff. Other teen activities include a weekly “Teen ‘scape” program offering games, social time, and book talks, the monthly teen after hours program, and VCL YAAB. The January “Teen After Hours” program will include the “unveiling” of the third decorated table for Vancouver’s Teen

area. This table top was created by youth from the School for the Deaf. The program will also include a variety of art activities for all participants.

Services:

We are in the process of tabulating our 2002 statistics. The preliminary numbers show interesting results. Although Vancouver circulation did drop some during the year with the opening of Three Creeks Community Library, the numbers were going back up again before the end of the year. The first month that Three Creeks was open we saw decreases in circulation of up to 11%. December of 2002 was only down 3% from the previous December. The number of people entering the building has not seen any significant change. Our numbers for 2002 are slightly below the 2001 attendance, but are higher than 2000 attendance. I believe we will still be the top 1 or 2 library outlets in the state for circulation and attendance.

We saw an 9% overall increase in the use of Telephone Information service in 2002 over 2001. This may be attributed to steps that were undertaken to provide more visibility for this service.

Amy Lee is project manager for the Diversity Grant we received in 2002. We hired a Project Coordinator for the duration of the grant. His name is Mario Compean. A major component of the grant project is a needs assessment. Mario and branch librarians have met with key leaders in each community to gather information about the needs of Spanish speakers. He has also located a focus group expert at Portland State University who is designing questions which will be used directly with Spanish speaking members of the community. We will start the focus groups in January and February. This information will help us determine strategies for providing service to this group of non-English speakers and will help us determine how those services need to be structured for each community.

Library Friends

The Library Friends met on Sunday January 12. They elected officers. The newly elected officers include a good mix of people who are new to the organization and people who have been active participants for a long time. They set goals for 2003, including a goal of attaining 400 members. They have passed the 300 mark; gaining close to 100 members in 2002.

**JANUARY BOARD REPORT
SUPPORT SERVICES
Submitted by: Patty Duitman**

ACCOUNTING

The department is working on a pilot project for automating cash receipts. It will be tested in the Business Office this month. The database was engineered by Frank Matlock and alpha tested by Sandy Lieser.

They are also working on year end reconciliation of 941, getting ready to produce the W2's and 1099's.

Saturday mail delivery is making a positive impact on the mailing of books to patrons.

IT DEPARTMENT

The contract for the internet management software has been successfully completed. The software will be installed in mid-February, and we intend to start the internet management "going-live" implementation by the beginning of April. The print management implementation is slated for last part of the second quarter.

FACILITIES

In December the Facilities Department completed the following:

BG - Completed the workroom/circ area renovation. The project made the area much more efficient and pleasant to work in and gave staff more room to work behind the circ desk.

VA - Installed acoustic panels at the south end of the children's area. The panels greatly reduce the amount of noise from that area traveling into the surrounding stacks area.

VA - the front of the building was pressure washed and the grounds have been cleaned and shrubbery pruned for better visibility.

TC - The front doors were replaced with stronger steel doors. The new doors look the same as the old ones but they are easier to operate, and they stay locked.

La Center - Work on the building is progressing. Last week we met with Bob Colf, the electrician and the carpenter on site. The electricians will be completing their rough-in work this week and next. The lighting fixtures have been identified and are on order. The geothermal HVAC unit is being installed this week. The elevator has been ordered.

The new bookmobiles are complete and ready for delivery. Dennis left on Sunday, so that he could inspect them at the factory on the 13th. They should all be in Vancouver by the end of January.

FVRL Board Report
Sue Vanlaanen, Associate Director-Communications
January 13, 2003

"It's *your* library!" campaign - teen wrap-up

A few teen ads on C-Tran busses and in movie theaters in Clark County are still running, although we officially concluded the campaign's paid advertising at the end of the year. The conclusion was just in time to submit the project for the annual John Cotton Dana Award, a prestigious honor sponsored by H.W. Wilson Company and the Public Relations and Marketing Section of the Library Administration and Management Association, a division of the American Library Association. The winner of the 2003 award will be announced Jan. 25 at the ALA Midwinter Meeting in Philadelphia, with an award reception to be held in Toronto at the annual summer ALA conference. It would be a terrific boost to our PR efforts to receive this award.

We received a generous gift that will help us reach White Salmon-area teens with our "Not just for geeks" message. The owner of a business that provides on-screen movie theater advertising for the Hood River Cinemas has offered to run our ad slide free of charge through the end of February, as a way to encourage young people to read. The ad includes the name and phone number of the Hood River County Library -- an arrangement we worked out with the library director there in response to her concerns about our ads possibly undermining local library support.

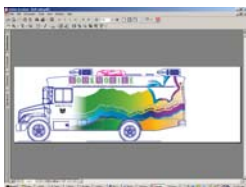
E-mail patron newsletter

We sent out our first electronic newsletter to patrons on Dec. 18, with a focus on information about electronic databases. The table of contents included:

1. Greetings from the Executive Director
2. Genealogy databases
3. Learn A Test database
4. Automotive database
5. Library speakers available
6. Upcoming events

We plan to send out monthly updates to those patrons who have given us their e-mail addresses. The January issue will focus on Vancouver facilities planning.

Bookmobile graphics



We have a final bookmobile graphics design concept we'll be refining and distributing internally for final review over the next week, in anticipation of applying graphics on the first bookmobile before the end of the month. The design is a highly stylized "map" of our three+ counties, with vibrant colors and community names underscored by the geographical link of the Columbia River. (Please see me for a preview of the design.)

Update on the District Web site - www.fvrl.org

We launched a revamped www.fvrl.org Web site on April 1, 2002, after more than a year of planning and development. The new site is designed to be more user-friendly and accessible for

sight- and movement impaired patrons. New features on the site include home pages for individual branch libraries, searchable library events, a searchable listing of new books available at the library, home-page news bulletins, searchable news releases and archives, resources in Spanish, and a handy selection of "quick links." Of course, the site serves as the online, 24/7 portal to the library catalog and licensed databases. We'll present an overview of the site's navigation and resources at the February Board meeting.

Foundation Director's Report

Prepared by Rick Smithrud

January 21, 2003

Feasibility Study

Bob Yardley of The Alford Group has been conducting interviews as part of a comprehensive feasibility study. Nine individuals and one couple have been interviewed so far. Ten more interviews will be conducted between now and January 28. A group meeting is scheduled for Thursday, January 30. Using information gathered during that meeting, an additional twenty interviews will be conducted between February 1 and March 15.

Elevator, geothermal HVAC, carpeting, outdoor lighting, etc.

Sometime before Christmas, Margaret Colf Hepola and her son Bob Colf, decided to order an elevator for the La Center Library building. Once they got started however, they could not stop themselves, before they were done the future La Center Library had a new geothermal HVAC system, energy efficient outdoor lights, and plans for new carpeting. At this point, additional funding for the La Center Library Project will be focused on shelving, books and office equipment.

Foundation Audit

The Foundation has contracted with Michael J. Plymale, Inc. a local CPA firm to conduct an audit of its financial records for fiscal year 2001-2002. The audit process is currently underway and will be completed by the end of February. This audit will serve as a base year and future audits will be conducted annually. Once the Foundation has a complete set of audited financials, we will be able to apply for grants that require audited financials.

Foundation Dinner

The Foundation Dinner will be held Thursday, June 5 at The Hoop in Vancouver. The featured speaker will be Larry Colton. Colton's most recent books are *The Goat Brothers* and *Counting Coup*. Previous dinner sponsors and potential new sponsors are currently being contacted about sponsoring this year's dinner. By moving the dinner to The Hoop, the event committee has taken the lid off the number of people who can attend the dinner. Pearson Air Museum is limited to 400 guests. Last year, the dinner was sold out, with a waiting list of nearly 100.

Friends Fair

The annual Friends Fair will be held on Saturday, April 26 in Stevenson. This event is the only scheduled event that brings all 12 of the District's Friends of the Library groups together to exchange ideas and talk about mutual concerns. The Friends Fair is sponsored by the FVRL Foundation and hosted by the Friends of Stevenson Community Library. The Fair starts at 9 a.m. and ends at approximately 2:30 p.m. All Library trustees are invited to attend.

Books on CD Campaign

We are still receiving a few gifts in response to the Books on CD mailing. As of today, the mailing has raised \$9,640 which is enough to add 275 books-on-CD to the collection. An article about McKenzie Cullen and the books-on CD mailing was printed in the December 30 issue of The Columbian. The story was released on the AP wire and has been reprinted in the Seattle Times and the Seattle Post Intelligencer.