

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT
Board of Trustees Meeting**

March 10, 2003

I. CALL TO ORDER

Vice Chair Jerry King called the meeting to order at 6 p.m. at Three Creeks Community Library.

II. PRESENT

Vice Chair Jerry King presiding. Board members: Marilyn Breckel, Jack Burkman, Shirley Morgan, Karen Peterson and Elena Smith. Staff attending included: Bruce Ziegman, Executive Director; Patty Duitman, Associate Director; Doreen Turpen, Associate Director; Sue Vanlaanen, Associate Director; Caryn Spos, Three Creeks Community Librarian and Becky Pettigrew, recording.

Others staff and citizens attending: David DiCesare, Rick Smithrud, Colleen Lindsay, Tom Vogt and Amy Lee.

III. AGENDA

The agenda was approved as presented.

IV. MINUTES

The minutes of the February 10, 2003 regular meeting and February 18, 2003 special meeting were approved as mailed.

V. ANNOUNCEMENTS

King noted that Chair Merle Koplan is out of town and not able to attend tonight, so he is filling in for her. He welcomed new board member Jack Burkman. He also acknowledged that the Board appreciated being able to tour one of the new bookmobiles prior to the meeting.

On behalf of the Board, King thanked the Friends of Three Creeks Community Library for the meal they provided prior to the meeting.

VI. CITIZEN COMMENTS

Colleen Lindsay said that she has been employed with the library district for 15 years and currently works at the Cascade Park branch where she provides reference and children's assistance. She is also a union representative. She explained that the reason she came to the meeting tonight is because union staff asked her to share some requests related to the draft training policy:

- Get employees fully trained for their positions. Lindsay said there was an incident where an employee was not trained on an online resource. The employee asked a supervisor to help but the supervisor didn't know how to use the database either. The patron, as a result, was very upset.

- Build staff through a formal promotional training program. There are people who have been here a long time and have not gotten training that would help them advance to higher level positions.
- Equalize the training budget. Lindsay said that a large percentage of the training budget goes toward sending library supervisors and administrators to training. They are requesting that the dollars be spent so that union employees get as much of the budget.

King thanked Lindsay for her comments and noted that the board would be discussing this topic a bit later in the meeting.

VII. BUSINESS

A. Expenditure Approval

MOTION: Karen Peterson moved and Marilyn Breckel 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: Karen Peterson moved and Marilyn Breckel seconded approval of the Three Creeks Library Capital Facility Area expenditures. The motion passed unanimously.

C. Policy Committee Report: Training Policy

King said the policy committee has reviewed a draft-revised policy. This revised policy combines the Meetings, Conferences and Conventions policy with the Training policy.

King reviewed Lindsay's comments, which were to provide adequate training for employees to do their jobs; provide a formal advancement training program; and distribute training funds equally among employees. King asked Ziegman to respond to these items.

Provide adequate training

Ziegman said he did not feel that this was so much a policy issue as an administrative one. He noted that there are about 30 databases and that it is a challenge to provide enough training so that everyone in this area of public service is fully versed in how to use each one. He added that it would be almost impossible to ensure that there would never be a time when we wouldn't have an employee on duty in all locations who knows how to use all the databases.

Turpen said that DIS librarians are continuing to provide electronic resources training to employees. They have found that they can only get through two databases during a training session. To make this more efficient, they are now looking at providing training on effective searching techniques applicable to multiple databases.

Burkman asked if employees are able to call another branch to get help when they are stuck. Turpen said that yes, we have DIS staff available to cover almost all open hours, and this is a great use of that resource.

Ziegman raised the question of whether the district should wait to deploy new databases until employees are fully trained in how to use them. We've been predisposed to roll out the databases and try to train as we can.

Distribute funds equally

Ziegman explained that it is a management decision about where training is needed and who needs it. He said we want everyone to be as fully trained as possible in his or her current job. Employees that are more often responsible for more complex projects would likely need additional training on the whole. Ziegman asked Lindsay to email him with some examples of where added training is needed.

Burkman asked for a rough explanation about the balance between training for salaried versus union employees. Duitman said that it's hard to come up with figures on this, because library employees do a lot of the training for union staff. For example, librarian Mary Buelow provides reference training to union staff. As far as getting outside consultants to provide training, we tend to do more of that for our librarian and management staff. We have sent employees to Word, Excel and other classes when they relate directly to their jobs. Duitman noted that Lindsay is a member of the staff training committee and helps plan how the dollars are spent. Burkman said that a number of organizations he has worked with track training by hours instead of dollars. Duitman said she doesn't have that information with her, but that she would get it from the library's training coordinator and provide it to him.

Burkman acknowledged that there is a fine line between what is handled by administration and what is policy. At the policy level, he is interested in whether or not there is an appropriate proportion there.

Advancement training

Ziegman said that the question about providing training for promotional opportunities is a policy issue. Providing this type of training would require a very significant increase in the training budget.

Smith asked for more clarification about this issue. Ziegman explained that it would mean providing training, for example, to an entry-level employee who wants to apply for a Circulation Supervisor position, so that they could later apply and promote. Duitman added that we would not necessarily know who would be interested in being promoted and so we would need to offer the training to everyone.

S. Morgan said she is uncomfortable with the idea of putting language about training for promotions into a policy. She said that this is an administration issue. Also, if you have this in the policy you would be setting a precedent that if employees get the training, they'll be promoted.

Burkman said that while he thinks it's a great idea to offer this kind of training to staff, it would be very expensive to put it into practice.

The board discussed a few minor changes to the revised policy.

ACTION: Shirley Morgan moved and Marilyn Breckel seconded approval of the draft Training Policy with the following revisions:

- 1. Add the words, "Paid or unpaid" to the start of the last sentence on page 1 under the section "Types of Training"**
- 2. In the second sentence of the second paragraph under "Eligibility," change it so that it reads, "The probationary waiting period shall be..."**

The motion carried unanimously.

VIII. REPORTS

A. Special Report & Demonstration: FVRL Web Site

Vanlaanen said that the redesigned web site was launched almost a full year ago. Staff have been making improvements to it ever since. The purpose of this report is to provide the board with a review and update of the new site. Vanlaanen introduced the Web group, which includes Jeanne Heikkinen, Ira Walters, Amy Lee, Becky Pettigrew and herself.

Vanlaanen noted that a handout was included in the board's packet. In 2002, the site had an average of 2,234 views per day. Vanlaanen noted that the busiest day of the week is Tuesday; Sunday is the least busy.

Vanlaanen shared a printout of the previous Web site homepage. The old homepage had its primary navigation on two pages, which is not very good Web design.

Improvements to the site include navigation aides such as rollover text for the menu buttons and breadcrumbs that tell you where you are in the site.

The site is text-based rather than graphical. Buttons are composed of text rather than graphical images, which makes it possible for machine translation and easy reading when enlarged.

A high contrast color scheme allows those with colorblindness to understand the site. We had several blind and colorblind people test the site to make sure it works for them.

S. Morgan asked if she had a slow connection speed and turned off the graphics, if it would affect her ability to use our site. Walters said that she would be able to navigate just fine and would be able to view all the content.

Vanlaanen noted that the new site is set up so that all the pages look the same. Walters used style sheets to accomplish this, which allows you to apply a look to an entire site more easily.

The home page focuses on resources at the library. It has also been a wonderful tool for public relations as it allows us to highlight library news on the home page. Updating the home page frequently gives us a higher position on search engines, which sorts by when sites were updated.

Vanlaanen noted that we're currently gathering feedback on the site including soliciting input from staff and soon from the public. She added that we received about 25 great compliments about the site after we launched. There were also about 20 complaints but those have been resolved.

Peterson said that the new web site looks fabulous. Burkman added that it is much faster than the old one; he's been using it a lot and has been able to get old minutes and a great deal of other information. King thanked staff for a great presentation.

B. Communications

Sue Vanlaanen's written report is attached. She noted that this year is the Vancouver Community Library's 40th anniversary in its current building. Vanlaanen and Turpen have talked more about the celebration party and it will be held on Monday, March 31 (instead of Saturday, March 29 as was noted in her report), since this is the actual birth date. The board all commented on how different the library looked 40 years ago, as the trees have all since matured.

C. Community Library Services

Candy Morgan was unable to attend tonight's meeting. Caryn Sipos gave a report about activities at the Three Creeks branch.

The new exterior signs have greatly impacted circulation. The branch had an average of 31,000 check-outs per month before the signs went up. That has increased to 38,000 per month since. Following installation of the signs, a "Streets of Rome" Inquiring Mind program had 93 attendees and about one-third of those attending said they came because they just found out that the library was there.

Programs are extremely well attended. Chuck Palahniuk, author of *Fight Club*, did a fabulous program with 83 people in attendance. Sipos said many of the attendees were young men between 16-23 years of age, which is notable because this age group doesn't usually attend library programs. Most of these young men came with their parents. The program was advertised more broadly than usual, including at WSU-Vancouver's campus, Barnes and Noble, Powell's books and on the author's official Web site.

Sipos thanked the board for coming to the Three Creeks branch. She also noted that a Chinese New Year program that Amy Lee helped with had about 114 attendees. A big dragon was made as part of the program and is displayed in the library.

King said that we should make it a commitment to have the signs up as soon as a new library opens. He has seen a lot of public buildings where the signs were not up right away. Ziegman said that we didn't include the signs in the architectural package just in case we ran out of money, so we could do this project ourselves instead. This would likely not be the case for future projects.

D. Greater Vancouver Building Project

DiCesare reported that with a new election date, we are in the process of putting together a new campaign timeline. The campaign will mirror the kind of campaign that the schools use, since they usually do theirs in February. DiCesare has been working with the schools to develop a timeline, especially related to when materials are distributed. He is getting both districts within the LCFA involved so that they are aware of what is going on. He estimates that within the next 60 days, we should have a good schedule together.

E. Vancouver Activities

Doreen Turpen's written report is attached.

Turpen reported that the Vancouver branch is partnering with Youth Volunteer Corps to offer a computer buddies program that matches teens with seniors and a reading buddies program that matches young readers with teens.

Computer training sessions are being offered on various topics and so far 2 months worth of sessions have been filled. Our lack of programming space means that we can only offer sessions to 4 people at a time.

Teen 'Scape has become very popular, with 25 teens at last week's program. The current space they are using is inadequate as not all the teens were able to be in the room they had booked. Turpen feels that this program is definitely filling a niche. Teen 'Scape provides teens with social time, but they also have access to books, magazines, they do book talking, they have access to computers, plus time just to talk. It also gets them comfortable in the library and provides an opportunity for them to get to know the staff. Teens are now using the library more often. Staff are very pleased with the program.

DIS librarians have been doing some staff training. Mary Buelow is doing electronic resources training and staff have also provided a lot of support related to tax filing, such as links to tax resources.

F. Support Services

Duitman reported that an electrical contractor would be out to finish a few things at the Three Creeks branch. King asked whether the LCFA will pay for this. Duitman confirmed that it would be covered by the LCFA.

An exterior security system will be installed at the Three Creeks branch. Staff have not yet determined how long the recorded videotape would be kept. Also, the courtyard at the branch will eventually be fenced to make the area more enclosed. We can add these features because we did so well keeping the projected under budget. Now we can look at the items that were on our wish list.

G. FVRL Foundation

Rick Smithrud's written report is attached.

Smithrud shared some history on the La Center library project, for the benefit of new board member Burkman. Citizens in La Center rescued an old hospital building from a firefighter practice burn and moved it onto property that was donated by the Colf family. They've since done an enormous amount of work on it. The Friends of La Center library have held book sales, spaghetti feeds and other fundraisers for the library. The Colf family put in an elevator and a geothermal system. They recently decided to put in a beautiful 8-foot high fence to minimize noise and disruption to neighbors. Smithrud said that it's been an incredible experience working with the citizens involved in this project. The Friends now have \$18,000 in their account from their fundraising efforts.

Donors have been found to help with summer reading incentives. McDonalds will provide coupons for ice cream cones and small fries.

King expressed appreciation for hearing about all that the La Center Friends and citizens are doing. He noted that we should really show our appreciation to them.

S. Morgan said that Ceci Ryan Smith and Dean Sutherland are new Foundation Board members. Also, she reported that the bookmark contest artwork will be featured in a Sunday edition of *The Columbian*.

IX. DIRECTOR'S REPORT

Ziegman acknowledged Sipos for her leadership at the Three Creeks branch. He said that it was quite a charge to get a staff together and open a new branch. Then there were the tasks of working out all the bugs in a new building. And on top of that, they have experienced such great attendance and circulation.

Ziegman also acknowledged Amy Lee, who was in the audience. He said that Lee is a great asset to the district as she is an absolute wiz with all the databases and does a fabulous Chinese New Year program each year all around the district. Turpen added that Lee is also the project manager for our diversity grant.

Ziegman let the board know that he would be out of the office March 15-25.

An update about the Washington State Library included that the house appropriations committee restored full funding to their budget for the rest of this fiscal year (thru July), but this still needs to pass the house, the senate and then the governor before it goes into effect. Ziegman is not sure what next year will hold for the State Library.

Ziegman gave an update on three bills that may impact the library district. One bill provides for the election of library trustees. If it passes, the county commissioners could place a measure on the ballot about whether or not the FVRL trustees should be elected. Or, it can be done by petition of the people. If 10% of those who voted in the last general election get enough legal signatures, then it could go on the ballot. If it were to pass, then there would be 7 elected trustees with 4-year terms. King noted that they would all be elected at large. Anyone in the district would be able to run for any of the positions. Another issue is who pays for the election. Peterson asked about the probability of this passing. Ziegman said that this has a chance of passing and that they are monitoring it very closely.

The open public meetings bill (Senate Bill 5185) no longer has items of concern to us. We would just need to post rules on how our meetings would run. The provision about meeting locations has been removed.

SB 5242 relates to Internet filtering. It would require filtering on all terminals and does not allow adults to choose unfiltered access.

All these bills are in rules on the way to the senate.

King said he wrote to legislators about the State Library and reminded everyone that we've had a state library since the 1850s and we've managed to keep it through major wars.

X. CITIZEN COMMENTS

None.

XI. BOARD COMMENTS

King once again welcomed the new board member. Burkman said he's glad to be here and it seems like a great group.

XII. NEXT REGULAR MEETING

The next regular meeting will be on Monday, April 14, 2003 at Ridgfield Community Center. An executive session will begin at 5 p.m. if needed and the public meeting will be at 7 p.m.

XIII. ADJOURNMENT

The meeting adjourned at 7:43 p.m.

These minutes were approved at the April 14, 2003 board meeting

FVRL Board Report

Sue Vanlaanen, Associate Director-Communications

March 10, 2003

New bookmobiles launch

Graphics application on the three new vehicles was finished last week. We've already had some coverage about the new bookmobiles in *The Columbian*, but we'll do a district-wide news release at the time the vehicles are dispersed to their home bases, when they're likely to be seen out on the roads.

Vancouver Community Library building 40th birthday

We're working on a modest event to mark the 40th anniversary of the building's opening on March 31, 1963, and to call attention to the longevity of the building. We'll install a large banner on the corner of the front patio about mid-month (rough draft below), and hold a public celebration at 2:00 p.m., Saturday, March 29.



The Columbian library feature story

Tricia Jones, a features writer for *The Columbian*, is planning to write an in-depth, Sunday-edition article about public library service in Clark County, including FVRL and Camas Public Library. The article will focus primarily on Vancouver Community Library, will include photos and is scheduled to be published Sunday, April 6, 13 or 20. I've provided a heads-up to our librarians that Tricia will be contacting them for interviews and possible photo shoots in their branches. The gist of the main article will be "the library as a community gathering place." Tricia is interested in describing how the library serves our increasingly diverse communities with vital resources in spite of -- perhaps also because of -- new technology. She'll also be gathering stories about "unusual" uses of the library, such as the Knit Wit knitters' monthly gathering at Three Creeks.

FVRL participation in "Smart Move" television program

Doreen and I met recently with a Vancouver School District television producer who is interested in having the district line up library staff members to speak on literacy topics for a new interview series. The new twice monthly program is called "Smart Move," and features both literacy and health topics in each segment. The programs are produced by Communications Academy students, and are broadcast on cable channel 28. Ruth Shafer, Youth Services Librarian at the main library, will be our first interviewee, speaking about how parents can instill a love of reading in their children. We'll provide three or four additional interview subjects between now and the end of June.

COMMUNITY LIBRARY SERVICES
REPORT TO THE LIBRARY BOARD
March 10, 2003
Submitted by Candace Morgan

Some February 2003 (and a few March) highlights from branches and other Community Library Services Departments:

Three Creeks

Branch programs continue to grow in popularity. February's Teen Friday Night drew an attendance of 45. Two programs in early March demonstrate some of the dynamics of programs at Three Creeks.

The March monthly "Super Saturday Program" for school-aged children featured Irish dancers, aged 5 – 21 from the Murray School of Irish Dance in Portland. *The Columbian* did not list it as a children's program. As a result over 225 people, from young children to seniors attended. The troupe danced accompanied by a tin whistle. The audience was treated to a brief "fashion show" in which the meaning behind the different ceremonial costumes and their shoes was described along with a brief history of Irish dancing. After the dancing program the troupe held an informal dance lesson featuring basic steps. Although many of the adults left at this point, some of the seniors joined the children in the dance circle. Several seniors told Alexa Eccles (Circulation Supervisor and planner of this program) that they appreciated a free, entertaining and informational program at the library in the afternoon since they could avoid driving at night.

Bridget Cain-Bushman (Assistant Community Librarian) first asked best-selling author Chuck Palahniuk to speak at the library at the Oregon Historical Society's 2001 Author Party. He did not respond when she contacted him after the event. Persistently she asked again at the 2002 Author Party and this time he agreed to speak on March 1. The program was attended by 81 people. The group included a greater percentage of young men (16 –21) than usually come to the library. There were a number of "punk rock" teens with big Mohawks and pink hair. Bridget notes that for some it was also a family event with teens coming with parents.

Bridget informally asked people as they came in where they heard about the program. Many said they saw the flyers at WSU, Fred Meyer, in the library, at the Three Creeks Friends book sale and on fvrl.org. Several also say it on the author's website and in *The Columbian and Oregonian*.

The Barnes & Noble near Vancouver Mall reported that Palahniuk's books were sold out shortly before the program. He autographed items for about 30 people after the program. One of his readings included a character who fell in a sulfur pool and died. After the program an older adult woman told him about sulfur pools near where she grew up. As she left she commented: "You're really good at whatever this [the program] is called". Bridget reports that the response of the audience confirms this observation.

Ridgefield

Dolly Dessert, an annual Friends program, co-sponsored by the Library was once again a great success. Ann O'Reilly reports that 70 – 75 children, parents and grandparents enjoyed the event. Each child introduced her or his favorite doll, stuffed animal or action figure and they all paraded. The Friends provided wonderful desserts.

Syndney Reisbick, a Friend and proprietor of Book and Web, an Internet bookstore and Storyteller Books provided book displays. The Friends and the booksellers donated books as door prizes.

Three classes of South Ridge Kindergarten students included the library in their tour of downtown Ridgefield. Ann O'Reilly read a story to each group.

White Salmon

Thanks to Tina Smith, Tom Taylor, Chris Hughey and other DIS staff who together have made it possible for Chris to spend some time in White Salmon during the Circulation Supervisor hiring process. Chris is doing two weekly lapsit programs and is helping out with a number of other circulation management tasks. Jennifer Hull (Community Librarian) reports that she has helped the staff tremendously with her cheerful, confident attitude as well as her efficiency and speed.

Goldendale/Klickitat County Bookmobile

The Lewis & Clark exhibit "End of Our Voyage" from the Washington State Historical Society began a three-month appearance in FVRL branches at Goldendale. More than 200 visitors have seen it. The opening reception and a guest lecture by David Nicandri, Director of the Historical Society, were both well attended. Highlights of the stay include:

- A busload of residents from New Hope Farms an adult home for the developmentally disabled attended the opening reception. The coordinator asked for an impromptu presentation, which Naomi Fisher (Community Librarian) provided.
- One of the tutors in Goldendale's Adult Literacy Program shared with other tutors how she used the exhibit as a learning experience for her adult learner. They read the panels together, making it not only a reading experience, but also a cultural literacy lesson. Inspired by this four other tutors did the same thing.
- The mobility of the exhibit made it possible to continue to use the meeting room. Attendees of Book Talk, Song Circle, YAAB and the Goldendale Board all expressed appreciation for being able to experience the exhibit before and after their meetings.

The exhibit has now moved to White Salmon for the month of March.

Goldendale held a weekly trivia contest for teens during the month. About 45 teens participated. Each week a Beanie Baby and a gift certificate to Klindt's bookstore in The Dalles were awarded to the winners.

Woodland

The Woodland community was saddened by the death of John Valdez, Friends Treasurer and husband of Barbara Karnis. John contributed much time and expertise to the Woodland Friends.

The After School Group made a beautiful mural for the upstairs wall based on their study of the Iditarod.

Geraldine Veenstra (Community Librarian) spoke to Altrusa about the need for a larger library and community outreach by the Library and the Friends. Geraldine was invited as a result of contacts made by Sue Vanlaanen.

The Yale Precinct group submitted 85 valid signatures to Cowlitz County. The Commissioners have scheduled a hearing on April 1st to determine if the measure should be placed on the May 20th ballot.

La Center

Slow but steady progress is being made on the building. There will be a study session with the City Council on April 9 to update them and discuss a possible transition to city ownership.

Young Adult Services

Trish Segal (Coordinator) has made herself available to attend branch staff meetings for YA training discussions. Naomi Fisher reports a productive discussion at the February Goldendale Staff meeting. Creating a welcoming environment was one of the topics. As a result of this discussion Goldendale is experimenting with a jigsaw puzzle on a table in the periodicals area where many teens hang out. This has prompted a volunteer to donate several puzzles to the library. Trish also participated in a Stevenson staff meeting.

Trish's varied library background was a special help to us this month. She did a preschool story time in Ridgefield.

Children's Services and Family Literacy

We received 6,003 bookmark contest entries, a 12% increase over 2001. Jacquelyn had another busy month filling in for story times – including RI, ST, VA and WIC. She also spent three hours talking about library services, the Three Creeks Library and telling stories at Sacajawea School.

Technical Services; Circulation Services

A hardware problem resulted in a Dynix System crash that lasted most of the day on February 5th. To compound the problem, some of the restored data was corrupt. Yvonne Iverson (Technical Services Manager), Brenda Cameron (Circulation Services Manager), and Judy Mason (IT Help Desk Supervisor) spent numerous hours identifying the resulting problems and doing everything possible to correct them. Thanks to their efforts most of the problems have been fixed.

Cataloging added 60% more volumes during January and February 2003 than were added in the same period of 2002. There are now 833 Books on CD titles and they are in high demand.

Collection Development

Jackie Youngblood and Jan Johnston continue to provide training in the use of the electronic selection tool, Title Source II. All selectors have submitted at least one order using the tool. Jackie is also working with Baker and Taylor to address some functionality problems the selectors have experienced.

Stevenson / North Bonneville / Skamania County Bookmobile

On March 3 nearly 400 readings and performances of *Lysistrata*, an anti-war comedy by 5th century Greek playwright Aristophanes, were scheduled throughout the United States and in more than 30 other countries. A local group scheduled the Library Gallery

for the performance. We suggested that a moderated discussion from all points of view follow the performance. They agreed, Mara arranged for Commissioner Bob Talent to be the moderator and the Library became a co-sponsor. The room was packed and a lively discussion lasted well over an hour. Mara reports that Commissioner Talent did an excellent job as moderator.

The *Learning Jamboree* volunteers were featured as Volunteers of the Month in the Skamania County Pioneer.

Battle Ground

The fast growing Adult Literacy Program held its first local tutor training program in Battle Ground on February 22 and 23 at the 1st & Clark Building. Twenty-one tutors completed the 9 ½ hour training and were assigned students. The Friends provided large snacks and lunch, including homemade soup by Sharon Hruby and Jane Higgins. The General Federated Woman's Club contributed \$100 toward the cost of the textbooks, and the Friends paid the remainder. The Reflector carried a front-page article on the program on Feb. 12, and the Oregonian also covered the program in the Clark County section on March 4.

The Battle Ground YAAB held a rummage sale as a part of the Treasure Sale sponsored by the North Clark County Family Resource Center. The group earned more than enough to satisfy their commitment for fund-raising for Teen Summer Reading 2003.

During the month of February Battle Ground put paper hearts on their new circulation desk with an invitation to "Tell us why you love your library." The returned hearts were posted on the front of the desk. Here are some of the responses: "I like the library because of all the wonderful adventures its books unfold"; "The library is the home of free knowledge"; "I love the library because reading books give me special time with my daughters and some books encourage me to see things through my girls eyes!" and "I love the library because I can order books sent to my home, no overdue fines, and no limits on books, so awesome!" The staff also got kudos, both as a whole: "I love the library because the people are so kind and always ready to help," and individually: "Because of Sharon"; and "Because Jennifer works here"; and "The Battle Ground AM Book Club sponsorship is terrific! Thank you Sue."

Vancouver Mall

Westfield Shoppingtown was one of the Bookmark Contest sponsors. We were pleased to have the new General Manager Brent Wise along with Mary Dunn participate in the judging.

A *Friends of Narnia* children's program was a highlight of the month. Dawn Hill (Library Assistant) planned it with the assistance of Traci Maesner (Library Assistant) and Michele Taylor (Assistant Circulation Supervisor). The program included a reader's theater with program participants reading the different parts. Eight-five people attended the program.

Washougal

In response to request from a group of parents, Washougal will host an Adult / Child Book Club. The branch already has adult and teen book discussion groups.

Cascade Park

The Bookmark Contest was popular everywhere, but especially at Cascade Park the branch with the largest number of submissions. There were 1,306 entries from the branch, compared to 395 in 2001.

**Vancouver Community Library
Board Report - February/March
March 10, 2003
Doreen Turpen**

Programs

Forum at the Library held two programs in February. One explored noise and air quality as it relates to the Portland International Airport. The other program looked at the varying viewpoints on Iraq of area religious leaders. Each program was well attended.

Our Chinese New Year program drew 110 participants. This was the highest attendance we have had and occurred even though the program had already been given at Ridgefield and Three Creeks. Awareness of those programs may have sparked additional interest.

The annual Sleepover Program is filled to capacity. It is scheduled for March 21.

Our monthly poetry workshops continue to have uneven participation. Only one person showed up in February, but nine people came in March. A volunteer leads the workshops.

Services:

We launched two programs this month in partnership with Youth Volunteer Corp. Computer Buddies, a drop-in computer assistance program drew well the first week, but less the second week. We are still trying to work out the right balance of teen volunteers and public needing assistance. Reading Buddies started on March 8. Teen volunteers work one-on-one with young readers in this program. We are trying each of these programs in March as pilot programs. Our hope is to find projects that work and then establish them as on-going programs. This will take some trial and experimentation.

The new computer classes offered by DIS staff were filled immediately after the news release went out. Our computer training area is very limited and we can only take four people at a time for the classes. The slots were filled for the next two months.

Teen 'scape, the weekly afternoon program for teens continues to grow. Last week there were 25 teens in attendance. Perhaps one measure of success is that one teen was not able to be there because he was grounded. Teen 'scape was a specific activity that was taken away from him because he likes it so well.

DIS librarians are identifying specialties and becoming community contacts for targeted user groups. For example, Jane Miller is taking on Genealogy; Tina Smith is taking on Business services. Through their willingness to become a community liaison we plan to be better able to build connections with these segments of the community and to develop more effective services. An example of the benefit is that we now have a closer relationship with the Clark County Genealogical Society which will result soon in co-sponsorship of programs.

District Support:

Mary Buelow is providing basic reference training for staff in the branches. Each monthly class consists of four 4-hour sessions. In April she will be training staff at White Salmon and Goldendale.

We are providing coordination of tax forms and communication from the IRS for the branches. We put the *Free Tax Help* information onto the website and rewrote part of the Spanish translation to make it more understandable. DIS staff developed an “E-filing Tips” flyer.

A DIS librarian has been “loaned” to White Salmon every Wednesday through April to help while they are recruiting and hiring a new Circulation Supervisor.

DIS staff and the Floater Librarian provided Electronic Resource training at Stevenson.

Projects in the works:

- Development of an E-mail reference proposal
- Internet Management user interface
- Participation on several System Migration Committees. Lead role in OPAC committee
- Diversity Grant – project management

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

ADMISTRATIVE SERVICES

The Accounting department and Administrative Services are working with the Washington State Archivist to develop a retention schedule for all of the library's records. This information will be incorporated in the library's disaster plan.

Mid managers are working with Dennis and Melinda to develop a Disaster Plan for the entire district. Currently Dennis is focusing on buildings, Melinda on technology, and Kim and Donna on records retention.

2002 books are closed. Work has started on the amended 2003 budget.

Management training conducted in cooperation with Clark College continues. The series is scheduled to conclude in June.

IT DEPARTMENT

Print Reservation Internet Station Management (PRISM) was installed. Staff from several departments are currently working on the implementation, with April 1 as the projected "go-live" date for the initial branch(s).

FACILITIES

Completed 143 routine work orders.

The new bookmobiles are in the last stages of warranty service at the dealers in Portland and Ridgefield this week. Graphics are done with the exception of some corrections on #2. The vehicles are legally licensed and registered.

The CCTV system was installed at the Three Creeks building exterior. We will paint the camera housings to blend in with the brick color.

La Center work continues under Bob Colf's direction. They are preparing the installation of the rear driveway and loading dock. Security system pre-wire is being done this week and sheetrock of the interior walls will follow shortly thereafter.

Foundation Director's Report
Prepared by Rick Smithrud
March 10, 2003

La Center

The Colf Family has pledged additional support for the La Center that include, but are not limited to providing an elevator, the HVAC system, interior and exterior lighting and paving the parking area.

At this point the Foundation is focused on funding for the collection, office equipment and other interior furnishings. A grant for half of the reference collection has been secured from the Community Foundation for Southwest Washington through the La Center Casinos Charitable Fund.

Pride Grant

The Foundation applied for and has been granted a \$1,500 grant from the Clark County Pride Foundation. The grant will cover the cost of creating a special deposit collection of library materials that will be housed at the Family Resource Center at the Children's Home Society in Vancouver.

Feasibility Study

Bob Yardley has completed 15 of 40 personal interviews as part of the feasibility study. Several more individual interviews will be conducted over the next two weeks. The Feasibility Study Committee has met twice. Once to review the study plan and select a group of names for the first round of interviews and a second meeting to review the case statement and identify a list of prospects for the remaining interviews. At the end of the study process, this committee will review the results and forward a recommendation regarding the study to the Foundation board.

Foundation Dinner

The Authors & Illustrators Dinner will be held on Thursday, June 5, 2003. Larry Colton will be the featured speaker. His most recent books are *Idol Time: a profile in blazermania*, *The Goat Brothers* and *Counting Coup*. The Dinner committee is currently recruiting table captains who will assume responsibility for filling a table for eight. Table captains are not required to buy the tickets, but to make certain all the seats at their table are sold. Tickets are \$40 each or \$300 for a table of eight. As an added feature for this year's dinner, there will be a silent auction of book illustrations and artwork in a special Illustrators Gallery. So far, most of the art has been donated from board members, Friends members, and friends of board members or friends of Friends members. So if you know someone who might have a piece of art they might donate, ask them or let us know who they are.

Friends Fair

The 10th annual Friends Fair will be held on Saturday, April 26 at the Rock Creek Center in Stevenson, WA. This event brings all 12 of the District's Friends of the Library groups together to exchange ideas and talk about issues of mutual concern. The

educational program for this year's Fair will be Merna DeBolt doing a living history performance as Lucy Lewis Marks, mother of Merriwether Lewis. Also, Joanna Grammon, publisher of the Skamania County Pioneer, will present a short slide show of Columbia Gorge scenes associated with the Lewis & Clark expedition. The Fair starts at 9 a.m. and ends at approximately 2:30 p.m. All Library Trustees are invited to attend. Call Debbie at 905-0579 to make reservations or arrange a vanpool.