

FORT VANCOUVER REGIONAL LIBRARY DISTRICT
Board of Trustees Meeting

December 9, 2002

I. CALL TO ORDER

Chair Marilyn Breckel called the meeting to order at 4:08 p.m. at the Woodland School District Offices Community Meeting Room. Breckel moved the meeting immediately into executive session to discuss union negotiations. She reconvened the regular meeting at 6:47 p.m. and noted that no action was taken during executive session.

II. PRESENT

Chair Marilyn Breckel presiding. Board members: Ellis Dunn, Jerry King, Merle Koplan, Shirley Morgan, Karen Peterson 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; Geraldine Veenstra, Woodland Community Librarian and Becky Pettigrew, recording.

Others staff and citizens attending: David DiCesare, Rick Smithrud, Harry Chandler, Tami Miller, Margaret Stroud, Beth Vieira, Barb Karnis, Patricia Joy Stepp, Kathi Wheeler, Julia Stoll, Rich Simpson and Margaret Tweet.

III. AGENDA

The agenda was approved as presented.

IV. MINUTES

The minutes were approved as mailed.

V. ANNOUNCEMENTS

On behalf of the Board, Breckel thanked the Friends and staff of the Woodland Community Library for the wonderful meal they provided prior to the meeting.

In honor of Ellis Dunn's retirement from the FVRL Board of Trustees, Breckel shared a bit of Dunn's background and accomplishments, which include:

- Dunn has been a very active member of the board since he was first appointed in 1991. During his two terms as a board member, he has been Chair (1996, 1997 and 1998), Vice-Chair (1994 and 1995) and Secretary (2001 and 2002). In addition to his attendance at monthly board meeting, Dunn has given innumerable hours to five of the seven board committees (they are the Personnel, Policy, Budget, Vancouver Ad Hoc and Clark/Cowlitz County Ad Hoc committees).
- The district has experienced many successes and challenges over the years, including adding new branches in Cascade Park and Three Creeks, welcoming several cities into the district through annexation, moving several branches to larger facilities, adding new technology and expanding services. Dunn's strong educational

background and his calm, thoughtful approach to difficult issues has been an asset to the board.

- Dunn discovered libraries in third grade when his family moved from Texas to California. Dunn has said that libraries are, “a wonderful place to find things to look at and read.”
- Over the years, Dunn attended fifteen different public schools. He finished junior college in California and then earned a BA in Sociology from Texas Technological College. To pay for his room and board, Dunn worked in the college library organizing the government document section. Following three years in the Army, Dunn enrolled in graduate studies at the University of Oregon at Eugene and completed a Masters degree in Sociology.
- In 1959, Dunn took a position at Clark College where he taught Sociology for eleven years. He then became Dean of Faculty and later was interim President for one year. Dunn served as Vice President of Clark College until his retirement in 1989.
- Currently, Dunn is busy running the Pioneer Street Café that he owns in Ridgefield.
- Long active in civic concerns, Dunn has served on the boards of the Vancouver Rotary Foundation, the Alzheimer Disease Support Systems, Elahan Center for Mental Health, Southwest Washington ACLU and the Music Arts Series. He has also contributed his time to Friend’s of CDM Home Care Services and Oregon Memorial Association.
- Another comment Dunn has said about libraries is that, “books and library materials are a door to the world for anyone who wants to use them.”

Breckel said that she has enjoyed working with Dunn over the years; in fact, they both came onto the library board at close to the same time. King added that the board will miss him, but that they know he’ll be back for a few months until his position is filled.

Breckel presented Dunn with a special plaque, which is inscribed with these words: “Fort Vancouver Regional Library District gives special recognition and thanks to Ellis Dunn as an outstanding member of our Board of Trustees, 1991-2002.”

Dunn thanked the board and said that it has been a real pleasure to work with everyone. He also thanked citizen Margaret Tweet for changing the way board appointments are done, noting that if it were not for her, he would not be able to remain on the board until the position is filled.

Koplan thanked Dunn for his excellent leadership on the board.

VI. CITIZEN COMMENTS

Margaret Tweet said that she came to ask questions about the budget. (As she spoke, a photographer from The Columbian took numerous close-up photos of her.) Tweet said she did not notice in the budget what the total of all reserve funds were at this time. She also said she noticed that training and travel were not itemized. Tweet said that the state is cutting back in training and travel, and she thinks FVRL staff travel out-of-state and out-of-town unnecessarily. She said that instead, staff should take advantage of more

distance learning by using computers. She said that library staff member Mr. Phelps had a month of out-of-town travel this year. Tweet asked why the library has a development person when we have the FVRL Foundation? She added that she wants the library to stop having meetings at expensive out-of-town places and instead have them at public facilities. Tweet said that she did not think the library board should hold its annual retreat in White Salmon; instead, she felt that the retreat should be held in Vancouver and that there should be no overnight expenses. She also said that the meals and expenses of all five Administrative Team members should be itemized in the budget. Lastly, Tweet asked about the library district's agreement with Camas.

Breckel reminded Tweet that her three minutes were up.

Ziegman said he would respond to several of Tweet's questions and comments. Before he could begin, however, Tweet turned and started to leave the room. Koplan called out to Tweet several times, asking her to please stay and hear the responses to her questions, but Tweet did not acknowledge her. Tweet left the meeting, as did the photographer from The Columbian.

Ziegman said that although Tweet had left, he felt that it was important to respond to her questions and comments so that other citizens attending could hear the responses. He said that in fact, the library district spent very conservatively last year and as a result underspent the budget and that this figure is clearly identified at top of the budget (this is what Tweet was referring to when she said the "reserve budget"). The district cut its travel budget by 5% over the previous year. The Board holds an annual 2-day retreat in White Salmon and Ziegman said that it is not very expensive as the district receives a government rate. The district has 220 staff and travel covers only necessary expenses—it does not include entertainment.

In reference to Tweet's question about Camas, Ziegman said the Camas Public Library pays a fee to use our automated system, but we compensate them back on our use of their system.

Ziegman said he seriously doubts any staff member takes a whole month in training and travel (responding to Tweet's comment about Mr. Phelps). The budget does not call out travel expenses for any one person.

Barb Karnis asked if the library is a public agency and if anyone can go view its bills? Ziegman responded yes to both parts of her question. Karnis then asked, what was Tweet's problem?

Koplan said that the salary we pay Mr. Phelps, who is the district's development officer, is minimal in comparison to the income he brings in grants. She said that we get a great value from Mr. Phelps.

King said that board member salaries are zero, which is why Tweet couldn't find that information in the budget.

VII. BUSINESSA. Expenditure Approval

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

C. Woodland Building Project

C. Morgan shared that the Woodland Building Committee, which is a committee of the Friends of the Woodland Community Library, is seeking the board's formal recognition of support for their project. The City of Woodland has already given that recognition. C. Morgan added that this type of recognition is also essential in order for the library to get grants to help fund the project. Woodland Community Librarian Geraldine Veenstra, Woodland Friends President Barb Karnis and Woodland Building Committee Chair Richard Simpson were introduced.

Karnis said that Simpson's family has lived in Woodland many years and that she's known Mr. Simpson for some time. She said that he is very enthusiastic about the topic.

Simpson reflected on the words of John Adams, who in summary said that there is no pursuit as noble as building a library because when we build a library, we do something good for all people and harm no one in the process. Simpson said that he is seeking the library's formal approval for the Woodland building project. They've been meeting with the community, the Parks board and the City of Woodland. The FVRL Foundation has also given them their support.

What they are planning to build is a 6,000 square foot library near the current library, at the east end of Hoffman Park (it will take the place of some unused tennis courts). The City of Woodland has agreed to give them land. They hope to raise \$900,000 more to cover the rest of the expenses for improvements and construction of the new building.

Simpson noted that the footprint of the existing tennis court is just under 6,000 square feet. The current library is 2,376 square feet. It was noted that the Stevenson Community Library has just over 8,000 square feet, but they also house a bookmobile.

Koplan asked if the proposed size would work for the community for the next 20 years, taking growth into consideration? Simpson said that they believe it will.

He noted that the new library will have a more open floor plan and will be accessible to all. It will be a one-story building.

C. Morgan said that the building committee spent three months looking for an alternative site. They didn't think it was a good idea to ask the citizens for a bond measure. The proposed site is the only City land available. The City would contribute land and utilities/hookups. C. Morgan also reminded the Board that the 20-year draft plan for facilities they reviewed in April includes a goal of 5,000 square feet in library building sizes for smaller communities.

Simpson said that they wanted 12,000 square feet, but finding land and money prevented that. Having 6,000 square feet would be a great improvement. When they have 250 people for a program, Simpson said it's kind of scary in the current building. The new building would accommodate that size program very well.

Ziegman said he presented a program at the Woodland Community Library before today's meeting and about 50 kids were in attendance. He noted that the program felt very crowded and that there really wasn't enough room for these kids, but they all crowded in.

MOTION: Karen Peterson moved that the Fort Vancouver Regional Library District Board inform the Woodland City Council, the Woodland Friends of the Library and the residents of the City of Woodland that we applaud their efforts to build a new, larger library facility to serve their community. The Library Board supports staff assistance with the development of the capital plan for this project. When the project is completed, we will be pleased to move the Woodland Community Library into the new building and to operate it as a branch of the Fort Vancouver Regional Library District. Ellis Dunn seconded the motion and it carried unanimously.

Koplan asked for clarification as to whether the community would do a Library Capital Facility Area (LCFA) with a bond measure. Simpson said that no, they do not plan to do it that way. He noted that part of the reason is because two ballot measures related to expanding services into a part of unincorporated Cowlitz County had failed. He added that it is clear to them that citizens in their area want to support a new library but do not want to pay a bond measure tax for it.

Simpson said that the building committee discussed it at great length and decided to have the community build it through donation. Contractors, roofers, insulators, a mechanical engineer and many others have volunteered to donate their time and expertise. Simpson said that Woodland was built on volunteerism. Examples he cited included the community center, which was built in 1937 in the heart of the depression through volunteer efforts, and the park, which was built by farmers. He said they feel people will have a hands-on attachment to the building by doing it that way.

Beth Vieira said she's thrilled with the location of the new library, as it will be adjacent to the school and the working parents will know their kids are safe. She also noted that the kids can hang out with Community Librarian Geraldine Veenstra and that this means they won't get into trouble.

D. Library Services in the Yale Precinct

C. Morgan said that twice now, the unincorporated areas of the Woodland School District have tried to form a rural district and both times, the votes were close but the measures did not pass. The Yale precinct is the farthest Cowlitz County precinct from the City of Woodland and has a record of voting Yes for library services. Citizens in the Yale precinct have decided that they want library services. C. Morgan noted that should the Board opt to support their proposal, one way the district could serve them is by providing bookmobile service.

C. Morgan introduced Yale precinct citizens Pat Stepp, Kathi Wheeler and Julia Stoll.

Kathi Wheeler said that her family has lived in the Yale valley since 1974. They have always supported the library. This is a very rural community. They have a 3-room school for kindergarten through 5th grades. Library service for the teachers and the students would be wonderful. Wheeler feels that libraries are the ultimate form of recycling because people borrow and share books with each other. She said that Powell's Bookstore in Portland is so expensive. If they were to contract for library services with FVRL, they could access the library over the Internet, through the mail and by telephone. They could return books through the mail. Wheeler asked if the library board would draft a letter to the Cowlitz County Commissioners saying that the board has approved allowing the Yale precinct to join the district. Then, a ballot measure could be established.

Wheeler shared that citizens in Yale supported paying taxes for library services by their votes in 2000 and 2001. In 2001, a total of 168 citizens voted for it and 126 voted against. The year prior, 116 voted for and 99 against. Wheeler said that this proves they are able to support it.

Wheeler read a letter from Alice Merkle, who is a teacher at Yale Elementary School (letter is attached). The letter explains how the Yale school opened their library to the public last summer so the children could continue to receive library services during vacation months. The teacher felt that the program was very successful.

Pat Stepp said that she is an aging activist. One of the main reasons she thinks they need to have library service is because many people are far from the highways and some don't drive. As a result, they do not have a lot of entertainment, especially in the lower economic groups. There was a time when the FVRL bookmobile visited them. Stepp said that bookmobile service there was wildly successful. It was a social gathering place and formed the hub of the

community. Everyone got books. Stepp reported that people still remember it and talk about it. The seniors, kids and everyone want that service back. A lot of the older people and business people are into the Internet. She asked if anyone's been up to Yale school? Look how far it is to drive there.

Koplan said that if the other four precincts see that you are successful at voting for library services, they might want to follow your lead.

King asked if Yale is adjacent to Woodland? C. Morgan said no, but it's along Clark and Skamania Counties. King noted that there would be people in between Yale and Woodland who would not be part of the library district.

Julia Stoll said that she's lived in the Yale valley since 1971. Younger kids back then loved to go to the bookmobile. Stoll has children of her own now that want library services. It makes her sad to think how some kids can't go to the library while others can, all within the same school. She said that having a library card from FVRL is like a window being thrown open. She asked why there has to be limits to what some kids can have in education? Having a library helps you learn about the possibilities of life. Her child went from a year ahead in reading to three years ahead just by participating in summer reading.

Stepp said that many people do not have books in their homes. A lot of kids do not realize the importance of reading. Having a physical library presence through the bookmobile will enforce the importance of libraries and reading.

Stoll said that a majority of citizens in the Yale precinct did vote to tax themselves.

MOTION: Karen Peterson moved that the Fort Vancouver Regional Library District Board inform the Cowlitz County Commissioners and the residents of the Yale Precinct that once certain actions are taken we would be willing to enter negotiations to provide library services to the residents of the Yale Precinct. Those actions are:

- 1. A ballot measure proposing to form a (partial-county) rural library district is approved by the voters in the Yale Precinct; and**
- 2. the library board appointed by the Cowlitz County Commissioners to govern this district requests a contract for library services from Fort Vancouver Regional Library District (FVRL); and**
- 3. the library board is willing to agree to a contract fee equal to the regular FVRL tax levy rate, with a maximum of \$.50 per \$1,000 assessed valuation.**

Jerry King seconded the motion and it carried unanimously.

E. 2003 Meeting & Retreat Dates

It was agreed that Becky Pettigrew would email the board to see what dates worked best for everyone for the retreat.

Otherwise, the schedule of regular board meeting dates and locations was approved.

F. Nominating Committee Report

King reported that Elena Smith and himself made up the committee. They discussed nominations and have asked nominees if they would be willing to serve as officers for 2003. King's written report about the nominations is attached.

King said that he is honored to present the committee's recommendation:

- Merle Koplan, Chair
- Jerry King, Vice-Chair
- Shirley Morgan, Secretary

Breckel proposed that the board make a unanimous ballot.

MOTION: Karen Peterson moved approving for 2003 Officers: Merle Koplan, Chair; Jerry King, Vice-Chair; and Shirley Morgan, Secretary. Elena Smith seconded the motion and it carried unanimously.

Koplan said that she has already discussed meeting dates with King and King has agreed to act as Chair the few times that Koplan will need to be out of town next year.

G. Public Hearing on 2003 Amended Budget

Breckel moved the meeting into a public hearing at 7:47 p.m.

Duitman explained that while we are required by Clark County to adopt our budget in September for the coming year, at that time we do not know what our tax assessments and new construction tax revenue will be for the coming year. It was just recently learned that a new energy plant is being built in Klickitat County, which greatly increases the new construction tax that the library district should be able to collect. The draft revised budget, therefore, reflects this increase in revenue. Duitman noted that the last time something like this happened, we learned about it on Dec. 30th and Clark County gave us until January 2nd to hold an emergency meeting to amend the budget.

Breckel asked if any citizens had comments about the draft amended budget. There were no comments.

MOTION: Ellis Dunn moved and Karen Peterson seconded approval of Resolution 2002-9, Budget Amendment #03-01 as presented. The motion carried unanimously.

H. Resolution 2002-10: Deferring 2003 Salary Increases

Ziegman explained the purpose of the resolution. The resolution notes that while the Board intends to give salary increases, they will wait until later in the year to do so but would make the increases retroactive to January 1.

King noted that the case of *Burke Christie v. The Port of Olympia*, which is cited in the resolution, is an interesting case. He explained that this case made it so that you can set salary increases later. Before, organizations had to give the raises before the end of the year, when they had not even finished union negotiations.

MOTION: Jerry King moved and Karen Peterson seconded approval of Resolution 2002-10 as presented. The motion carried unanimously.

VIII. REPORTS

A. Community Library Services

Candy Morgan's written report is attached.

C. Morgan reported that circulation at the Woodland branch continues to escalate each year, and is currently up 9.5% over last year. The branch recently changed its weekly open hours from a Tuesday through Saturday schedule to Monday through Friday. This change has been well received by the community. C. Morgan also noted that the use of the branch by Woodland's Latino population has grown, thanks to the cultural diversity grant. She acknowledged Veenstra and others involved in the grant for their hard work.

The success of Woodland's after-school program was mentioned. Veenstra noted that the after school program is open to everyone, not just school kids.

C. Morgan also mentioned that participation in teen summer reading has increased tremendously this year at the Woodland and Battle Ground branches.

As of December 3, the district has acquired 365 books on CD titles, with an average of 3 copies per title (1,100 volumes). Koplan noted that the CDs are so popular that none have been on the shelves when she has visited the library; but when she reserves them, they come within 2 weeks (so there's not a long waiting list). Turpen said that today, there were 2 shelves full of CDs at the Vancouver branch. Koplan expressed her appreciation to the student who helped raise money for the books on CD fund as her senior project.

B. Vancouver Activities

Doreen Turpen reported that the American Library Association (ALA) has contacted us again this year to participate in the "put it in writing at your library" program. As the program was a tremendous success last year, we have agreed to participate once again. ALA is expanding the program from 8 to 16 libraries for 2003. The program will take place in April during National Library Week.

Using some of the branch's travel and training funds, several supervisors went on a fact-finding tour of three newer libraries. They visited the Vancouver Public Library in Vancouver, British Columbia; the Ironwood Branch of the Richland Public Library in British Columbia and the Bellevue Public Library in Bellevue,

Washington. In particular, they examined building designs, library technology and operational efficiencies. Turpen noted that touring the libraries was much more revealing than hearing about them in presentations. Those who went on the tour benefited from the experience because they could:

- Hear about and see changes in staffing patterns
- Learn how other libraries are coping with change
- See three approaches to how libraries are responding to change
- Learn about variations in work methods
- Observe a system where the public presorts materials being returned
- See a branch where the fiction collection was all paperback, except for current best-sellers (Ironwood)
- Talk with staff from other libraries about how they're making these new ideas work

Turpen acknowledged that a number of staff had to modify their schedules to go on these tours. One person had to work 13 days in a row to get the time for the trip. Turpen emphasized that staff did not ask for any additional funding for the trip; instead, they made adjustments to the current travel budget.

C. Greater Vancouver Building Project

Vancouver Project Planner David DiCesare gave an update on the building project.

A committee has continued to look at the district operations center to see if there's a way to cut costs. As part of this effort, several staff went to a book distribution center in Roseburg to get ideas for improving efficiencies. After discussing this at great length, they propose that a more cost-effective alternative would be to move the district operations center to a separate location (such as a warehouse-style building). Doing it this way would reduce the cost of the bond.

Ziegman suggested that the Vancouver Ad Hoc committee meet before the January board meeting to discuss this and other project-related information in greater detail.

Koplan said that her concern is in renting the space. DiCesare said that it would cost less to build an operations center at a separate location than it would to try to remodel the current library building into an operation center. He also mentioned the concern that has been expressed regarding expanding the library footprint into the ballpark. Moving the operations center to a separate location would allow the library to stay within its current footprint.

King asked what would happen to the current library? DiCesare said that we could remodel and add onto it, making it mostly library space.

Koplan asked how this idea (moving the operations center) was suggested? DiCesare gave credit to the committee, but Ziegman also commended DiCesare for his ideas and for being able to ask, “Why is that a given?”

DiCesare said that the topic of the 20-year plan would be brought to the Board for formal action in January. This document will serve as a guidepost for the district, as it will indicate areas where expansion is needed and would recommend approximate building sizes. DiCesare said that January is also the time when the Board needs to make a formal decision about whether or not to go for a bond measure.

DiCesare also reported that Jan Oliva is the chair of the Citizens for Better Libraries Political Action Committee and that she has been very successful so far in getting community support. They are well on their way to raising \$100,000 for the campaign. S. Morgan said that from her experience with campaigning, this sounds like a conservative amount—but that it’s wonderful they’ve had success raising the funds.

Ziegman said that the Vancouver building project would be on the agenda as a presentation and action item in January.

D. Support Services

Patty Duitman’s written report is attached.

Duitman noted that new Internet management software will be installed in January and would be ready for implementation in February-early March. The board’s new Internet filtering policy will be implemented at that time with this new software. Koplan asked if we would be able to start print management sooner if the Internet management software proves to be an easy transition? Duitman responded that we would, but that we are also looking at lining up publicity and signage to go with it.

E. Communications

Sue Vanlaanen’s written report is attached.

It was noted that the new bookmobiles would arrive as “blank canvases” and that Vanlaanen, graphics staff and a graphics designer have been working on bookmobile exterior designs that will be engaging to the public.

Koplan asked if there was any more news about a library mascot? Vanlaanen said that the “otter” is the mascot that was selected. Staff will now need to work on ways to apply it.

Ziegman requested that Vanlaanen bring the library video clips done by high school students to the next meeting to show to the Board.

F. FVRL Foundation

Rick Smithrud's written report is attached. Smithrud shared that the Colf family donated an elevator to the new La Center Community Library, which is an incredible gift. Smithrud also acknowledged Veenstra for her efforts in trying to get a lead on an elevator donation.

Smithrud also mentioned that the FVRL Foundation has begun a feasibility study. The process includes 40 interviews with potential donors. From the interviews that have been conducted so far, Smithrud said it is very clear to him that a lot of people care passionately about and have a lot of reverence for the library.

C. Morgan reported that Margaret Colf Hepola gave a \$1,000 donation to the Woodland building fund. As the Colf family has given so generously in support of library services, she recommended that we explore ways to formally recognize them. Koplán noted that the topic of naming opportunities has been discussed in reference to the Vancouver building project. Koplán asked if it would be appropriate to name the new La Center branch after the Colf family? Ziegman gave the example of the Cascade Park branch being dedicated to the Langsdorf family (rather than named after them). C. Morgan noted that so far, the Colf family has given about \$135,000 towards the new La Center library. It was agreed that the district would find a way to honor the Colf family for their outstanding contributions.

King said that we do not have a policy about naming libraries and that we should develop one.

IX. DIRECTOR'S REPORT

Ziegman reported that the Community Foundation for Southwest Washington approached the library recently regarding the establishment a foundation grant center. The Community Foundation is doing some fundraising to help establish it, and Ziegman has been working with Turpen and others to see if it could fit into the Vancouver branch. Ziegman said that he is looking forward to this partnership with the Community Foundation.

The library district is now a member of the Portland Area Library System (PORTALS), which is a consortium of academic and public libraries in the Portland/Vancouver area.

Ziegman has been appointed to the Library Council of Washington, to represent libraries serving over 100,000 in population. This group advises the Washington State Library on how to disburse the \$2.3 million in federal funds that the state receives for libraries each year.

Duitman and Ziegman attended the first State Library legislative meeting. They expect the State Library will again be under reconsideration this coming year. Other issues that

will likely be discussed during the legislative session include elected trustees and the “harmful to minors” terminology.

Ziegman noted that the Director of the Multnomah County Library System, Ginny Cooper, has accepted a job at Brooklyn Public Library. Also, Director Thelma Cruse of Timberland Regional Library is retiring.

X. CITIZEN COMMENTS

None.

XI. BOARD COMMENTS

Koplan expressed concern about the rude behavior of citizen Margaret Tweet earlier in the meeting. She asked if the Board must continue to listen to patrons who give comments in that way and do not stay to listen to the response? She also expressed concern about the reporter from The Columbian as the reporter did not acknowledge why she was here and left with Ms. Tweet. Ziegman said that when the reporter arrived, she told staff that she was there to take pictures of a community activist. Koplan asked Ziegman to call The Columbian to let them know what happened tonight. Vanlaanen said that she also talked with the reporter and the reporter told her that she didn't know specifically why she was here to take photos. Ziegman said that he will share with The Columbian the fact that Ms. Tweet stood with her back to the board the entire time, and only turned to face us when it was her turn to talk. He said he would also inform them that after Ms. Tweet had asked her questions, she very rudely walked out without waiting to hear the answers.

Koplan expressed thanks to Marilyn Breckel for acting as chair of the Board and providing outstanding leadership during the last two years. Ziegman added that Breckel chaired us through a series of very difficult meetings this year. He thanked her for her leadership during such a complex issue. Breckel said she's passing the gavel on to very capable hands.

XII. NEXT MEETING

The next meeting will be on Monday, January 13, 2003 at Washougal Community Library. An executive session will begin at 5 p.m., followed by the public meeting at 6 p.m.

XIII. ADJOURNMENT

The meeting adjourned at 8:43 p.m.

These minutes were approved by the Board of Trustees at their January 13, 2003 meeting.

**COMMUNITY LIBRARY SERVICES
REPORT TO THE LIBRARY BOARD
December 9, 2002
Submitted by Candace Morgan**

Some November highlights from branches and other Community Library Services Departments:

Woodland

The use of library services at the Woodland Community Library continues to grow. Circulation year-to-date is 9.5% higher than the same period last year. The change in open hours to include Monday has been popular. Use of the library by Woodland's Latino population continues to grow in response to the Diversity Project. Geraldine Veenstra (Community Librarian) is working with Mario Campeon (Grant Coordinator) to get broad community input. Discussions have been held with the School District Superintendent and the ESL coordinator about reaching the Latino school population.

The use of the branch by school-age children continues to grow. Geraldine reports that the after-school group enjoyed the National Children's Bookweek performer, Steve Taylor, who took them on an Indiana Jones book adventure. Sign-ups for the 2002 children's summer reading increased from 461 to 767. Teen sign-ups increased from 91 to 130.

The Friends booksale was a success and they are sold out of the historical calendars they produced as a fundraiser for the new building. They are printing more in response to popular demand. Special thanks for this fine product are due to Erin, George and Peggy Thoeney and Tami Miller.

As you know, the Friends formed a Building Committee at the beginning of this year. The Committee spent several months exploring possible sites. In June the Building Committee and the Woodland Park Board jointly sponsored a public discussion of the possibility of using city owned land at the east end of the Park where the Library is currently located. At that meeting the Park Board voted to recommend that the City Council explore the possibility of that site. In August, the Council voted to support the group's desire to build a library on that site.

The various subcommittees of the Building Committee have been working on developing a conceptual design for the building and plans for financing the project. The Friends are responsible for raising the funds for the project. Library staff are providing assistance with the development of the building program and the FVRL Foundation is providing advice and support for the fund raising. Barbara Karnis (President of the Friends) and Rich Simpson (Chair of the Building Committee), as well as other members of the Friends, are here tonight to report on their plans. They would like your formal support so that potential donors will know that the Library would move the Woodland Community Library to the new site.

Yale Precinct (Cowlitz County)

Residents of the Yale Precinct continue to prepare for placing a proposition on the November 2003 ballot to establish a rural partial-county library district for their precinct. They are here to tonight to report on their plans.

Ridgefield

Ann O'Reilly (Community Librarian) is an active member of the new Ridgefield Business Association representing the Library. One project is the revamping of the Ridgefield website as a showcase for local businesses and organizations, including the library. Ann reports that Bridget

Cain-Bushman (Three Creeks) assisted her in identifying some excellent sites for Washington oriented Lewis and Clark information.

Washougal

Sean McGill (Community Librarian) made a number of school visits during November. He presented a program at Jemtegaard Middle School on how to access and use the Library's catalog using the Internet and how to place holds and request Interlibrary Loans. During Children's Bookweek he presented five programs for students Kindergarten through fifth grade at Hathaway Elementary School. For the younger students he presented a story time, passed out bookmarks, and talked about the library. For the older students he told one story and booktalked non-fiction books that are in the library's collection. Washougal's circulation continues to increase --15.5% higher year-to-date than last year.

Three Creeks

Caryn Sipos (Community Librarian) reports that the entire library was transformed into Hogwarts for their Harry Potter program at the beginning of the month. There were 275 kids in attendance and wizards, owls and little Harrys everywhere. They are trying out a new model for their staff meeting. Staff is taking turns being the facilitator.

Brenda Cameron (Building project coordinator) reports that Clark County has approved the exterior sign permit. We hope to have the sign completed and installed by mid-January.

Cascade Park

November featured a number of programs. Teresa Torres (Community Librarian) was scheduled to do a READ night at Fircrest Elementary. Since most of the parents were Russian only speakers, the teacher scheduled a translator to be there. The translator never arrived. Since there were a number of young teenagers with their brothers and sisters and some of them said they do read to their younger siblings, Teresa went ahead with the program. She reports that even though the parents could not understand what was said, she felt it was a success. She is hopeful that the teens learned more about the importance of reading aloud to young children.

Attendees at a swag making program with master gardeners had a good time, but many more people wanted to come than could be accommodated. In response to the increased interest in adult programs at the branch, Teresa reports that she will try to avoid ones that require limited attendance in the future.

The Inquiring Mind program on Islam and Music was held at Mountain View High School and was well attended by both students and community members.

Finally Colleen Lindsay (Library Assistant), Ryan Ellis (Circulation Supervisor) and Teresa hosted a very successful poetry night for teens.

Goldendale / Klickitat County Bookmobile

October was a busy programming month in Goldendale, highlighted by two author programs and three displays as a part of the [Live@Your Library](#) series. Naomi Fisher (Community Librarian) is very pleased that these programs drew 23 first-time attendees.

Goldendale's two reading groups are thriving. The evening group has grown from 6 to 18 regulars and the morning group is attracting.

Mario Campeon made two trips to Goldendale in November. During his second visit he and Naomi met with community leaders from Goldendale to Alderdale.

Collection Development and Technical Services

Jackie Youngblood (Collection Development Manager) organized a tour to the Ingram Book Services Warehouse in Roseburg for the Operations Center Planning Committee. They are using the ideas the trip stimulated as they work on a vision for the proposed new FVRL Operations Center.

Migration to Dynix Acquisitions continues to be a major focus of the Annex Departments. Jackie has chosen Baker & Taylor's Title Source II with its 3 million records as the main selection tool, although we will continue to use other tools, including Ingram's ipage to supplement it.

We have made major progress on the backlog. Yvonne Iverson (Technical Service Manager) reports that we are currently unpacking boxes that were received the week before. The forwarding of invoices to Accounting has also been streamlined. BRAVO to all employees in these two departments!

Yvonne reports that as of December 3 we have 365 Books on CD titles, with an average of three copies per title (1,100 volumes). There are more to come, she promises.

Children's Services / Family Literacy

Jacquelyn Keith (Coordinator) reports that Children's Summer Reading signups in 2002 were 63,105. This is an increase of 26.9% over 2001.

Preparations are underway for the 2003 Bookmark Contest. Jacquelyn has contacted the school districts explaining the contest and requesting permission to send the entry form to all schools in each district.

Young Adult Services

Trish Segal (Coordinator) met with the Vancouver Community Library Senior Services Committee to discuss possible partnerships between seniors and teens for programs. She is excited about the ideas they are developing.

The number of teens who participated in the 2002 Teen Summer was over 60% higher than 2001. Three committees developed to address issues with the program met this month and we are in the final planning stages for the 2003 program.

White Salmon Valley

In celebration of Children's Book Week, Jenine WhiteCastle (Circulation Supervisor) created a display in the children's area to which patrons could add their favorite children's title onto colorful book-shaped slips left over from a past summer reading. Jennifer Hull (Community Librarian) reports that this project was very popular with families.

The gallery featured a display of watershed maps from the City of White Salmon, as well as a watershed planning document for public input.

Mario Campeon met with the Even Start Group (on his way back to Vancouver from Goldendale) to provide them with the specific details of the Diversity Project. They were one of the groups that wrote letters of support for the grant and they will continue to work with us on it.

Vancouver Mall

Vancouver Mall presented two unusual programs in November. First, eighty-five parents and children came to celebrate the Teddy Bear's 100th birthday. Most brought teddy bears or other stuffed animals and enjoyed stories, songs and cake. At the second program Detective Jane Scott of the Vancouver Police Department held a Detective School. She told participants how detectives solve crimes and shared some "stupid criminal" stories. In addition to these special programs Michele Taylor's (Assistant Circulation Supervisor) Lap Sit continues to be popular. She has had as many as 18 people (parents & babies) in attendance. Amazingly she had 15 people the day before Thanksgiving.

La Center

The Colf family Foundation and Bob Colf continue to support work on the new La Center Library building. They have ordered the elevator and the carpenter work necessary to install it has been completed.

Stevenson, North Bonneville and Skamania / Klickitat Bookmobile

Mara is pleased to report that Kate Peterson began work on December 1st as a Library Assistant II in the position vacated when Sheila Box-Lee retired. The new bookmobile will be most welcome in Stevenson. The Skamania / West Klickitat County bookmobile was out of service for 2 1/2 days in November because of leaking hoses.

The gallery feature for the month was "Round the River Columbia" a photo show by Tom McCurry. I was privileged to see these breathtaking large format photos of scenes in the Gorge and near the mouth of the river. Most impressive were a series of photos of the "millennium moon" rising over the River.

Battle Ground

Sue Barrows (Assistant Librarian) assisted by Gen Winters and Lyn Fike (Library Assistants) presented a Gingerbread House program that was very successful. About 180 children and parents built and decorated graham cracker houses.

The Battle Ground Library is closed from December 7 -13 for remodeling of the workroom and circulation desk.

Date: December 9, 2002
To: Fort Vancouver Regional Library Board of Trustees
From: Patty Duitman
Subject: Support Services Report

INFORMATION TECHNOLOGY (IT)

The library has chosen Comprise Technologies, Inc. as the successful company for the internet management software. Smart Access Manager (SAM) is a complete, fully integrated software program for managing patron use of library computers. We have started the contract negotiations and expect to have the software installed by late January. After extensive staff training, SAM will be introduced to the public. No implementation date has been announced yet. We anticipate that the charging for printing will be implemented after staff and the public have had some time using SAM for internet management.

HUMAN RESOURCES/ADMIN SERVICES

Union negotiations continues to be the emphasis of the HR department.

FACILITIES

Battle Ground: The branch is closed until 12/13 for renovation of the circulation and staff workroom areas. Some of the fixtures are currently being built in-house and other will be contracted.

Bookmobile: We have received word that all three bookmobiles will be ready to pick up in early January. Dennis will go back to North Carolina and drive back one of the bookmobiles and the others will be shipped. Having Dennis drive one back gives us the advantage of assessing any idiosyncrasy that may be apparent in the design or operation.

General Maintenance: Major pruning of trees and shrubs was done at Vancouver Community Library. The building is now a lot more visible.

FVRL Board Report

Sue Vanlaanen, Associate Director-Communications

December 9, 2002

“It’s *your* library!” campaign

We're wrapping up the focus on teens this month, although some of the "Not just for GEEKS anymore!" advertising will continue to run through January. We continue to work with the Hudson's Bay High School video class to tape promotional spots for broadcast during the school's morning announcements. The spots also will be available for our use for various purposes throughout the district.

Our teen focus was again featured in the December issue of *American Libraries*, with a photo of the Y.A.A.B./teen display in the VA lobby that I forwarded to the magazine.

We won't launch another district-wide segment of the campaign until June 2003, when we'll evaluate whether we have adequate resources in place to reach out to the fifth and final target audience, non-English speakers.

“Postal Customer” mailer

Library staff have heard positive comments from patrons and acquaintances about the district-wide newsletter mailing that went out the second week of November. We were delighted to receive 58 responses to our offer in the newsletter for future library updates. We're compiling an e-mail list for a monthly electronic newsletter, with a tentative plan to launch the first issue this month.

District general information + bond measure information video

We've completed two full days of videotaping at Vancouver Mall, Three Creeks and Vancouver libraries for a 10-minute, general information video describing the district and the services we provide. Staff and patrons have been very supportive in being willing to appear in various shots highlighting library programs and services. We have just a few shots left to capture, and our videographer is beginning the process of rough-editing the footage to follow the script draft. We're expecting to have the video completed by mid-January.

Bookmobile graphics

We're in the process of developing an exterior graphics design concept for the three new bookmobiles, with the first vehicle expected to arrive in January.

**Foundation Director's Report
Prepared by Rick Smithrud
December 4, 2002**

Elevator Donated!!!

Some dreams do come true. Margaret Colf Hepola and son, Bob Colf, announced their decision to purchase and install an elevator in the building that is being renovated as a future home for the La Center Community Library. The announcement was made at the December meeting of the Friends of La Center Library. This wonderful donation is the latest in a series of contributions the Colf family has made to the La Center Library Project. The elevator (a ThyssenKrupp) has been ordered and workers are busy cutting elevator size holes in the floor and framing in space for the elevator.

Special Recognition

Special recognition goes to Geraldine Veenstra, Community Librarian for Woodland Community Library. After hearing about the Foundation's intense search for funding for an elevator, Geraldine followed up on an Internet lead and discovered a surplus elevator being auctioned by the State of Oregon Department of Administrative Services. Although this elevator did not pan out, the Foundation deeply appreciates Geraldine's support and effort.

Feasibility Study Begins

Work has started on the Foundation's feasibility study to explore the potential of a comprehensive fundraising campaign for the Library. Working with Bob Yardley of The Alford Group, the Foundation is trying to determine the best way to prepare for a campaign, the appropriate size of the campaign, the best messages to use in the campaign, and the philanthropic climate of the community.

Cascade Park Friends Opens Investment Account

In November, the Friends of Cascade Park Community Library transferred \$9,472.52 from their Foundation restricted account to a Foundation investment account. The Cascade Park Friends forwarded an additional \$1,000 from their checking account. The Foundation offers these investment accounts to the Friends with a goal of providing better long-term returns on their reserve funds. The Cascade Park Friends will receive monthly statements showing investment returns and any other activity that takes place in their account.

La Center Casinos Grant

We have received written confirmation from the Community Foundation for Southwest Washington that the Foundation will be receiving a grant from the La Center Casinos Charitable Fund. The grant of \$10,175, which will help pay for a reference collection for the La Center Community Library.

Books on CD Campaign

We are continuing to receive a few gifts in response to the Books on CD mailing. As of today, the mailing has generated 102 donations totaling \$8,770.