



FORT VANCOUVER REGIONAL LIBRARY DISTRICT
BOARD OF TRUSTEES

AGENDA FOR PUBLIC MEETING

LOCATION: Fire Station #83
213 NE 120th Avenue, Vancouver, Washington

DATE: Monday, May 9, 2005

1. Call to Order

**5:00 p.m. – WORKSHOP ON THE MISSION STATEMENT,
VALUES, PRINCIPLES**

DISCUSSION

6:30 p.m. – PUBLIC MEETING

- | | |
|---|-------------|
| 2. Agenda Approval | ACTION |
| 3. Minutes Approval – April 7-8 retreat | ACTION |
| 4. Chair Announcements | INFORMATION |
| 5. Citizen Comments (limited to 3 minutes each on agenda items below) | |
| 6. Board Business | |
| a. Expenditure Approval: Burkman | ACTION |
| b. Three Creeks LCFA Expenditure Approval: Burkman | ACTION |
| c. Policy Committee: Library Privileges Policy: E. Smith | ACTION |
| d. Vancouver Facilities Committee: Bond Measure: Koplan | ACTION |
| e. Mission Statement, Values and Principles: King | ACTION |
| 7. Reports | INFORMATION |
| a. Branch News: Devlin / Torres | |
| b. FVRL Foundation Update: Smithrud | |
| c. Summer Reading: Vanlaanen | |
| 8. Executive Director's Report: Ziegman | INFORMATION |
| 9. Citizen Comments (limited to 3 minutes each) | |
| 10. Board Comments | INFORMATION |
| 11. Setting of next meeting time:
June 13 at Goldendale Community Library | |
| 12. <u>8:30 p.m.- 9:00 p.m. – EXECUTIVE SESSION (not open to the public)</u>
Purpose: To receive and evaluate complaints against an employee. | |
| 13. Adjournment | |

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h. Policy Committee: Library Privileges Policy: E. Smith

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i. Vancouver Facilities Committee: Bond Measure: Koplán

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j. Mission Statement, Values and Principles: King

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FORT VANCOUVER REGIONAL LIBRARY DISTRICT
Board of Trustees Public Meeting

May 9, 2005

1. **CALL TO ORDER**

Chair Jerry King called the meeting to order at 6:32 p.m. at Fire Station #83 in Cascade Park.

2. **PRESENT**

Chair Jerry King presiding. Board members: Jack Burkman, Marilyn Butler, Jerry King, Merle Koplán, Karen Peterson, Elena Smith and Rose Smith. Staff attending included: Bruce Ziegman, Executive Director; Patty Duitman, Operations Director; Doreen Turpen, District Resources Director; Sue Vanlaanen, Communications Director; Mary Devlin, Community Libraries Director; and Debbie Hose, recording.

Other staff and citizens attending: Teresa Torres, Rae Clark, Rick Smithrud, Brenda Cameron, Barbra Meisenheimer, Karin Ford, Cynthia Ernest, Caryn Sipos, Joan Knapp, Liz Cebula, Marilyn Lewis, Ryan Ellis, Matthew Bellamy, Tom Vogt and Jessie Kovis.

3. **AGENDA**

The agenda was approved as presented.

4. **MINUTES**

The minutes of the April 7-8, 2005 retreat were approved as emailed.

5. **ANNOUNCEMENTS**

King announced the Board had a public workshop before the regular meeting to discuss the Mission Statement and the Values and Principles. There will be more on this topic later in the meeting.

6. **CITIZEN COMMENTS**

No citizen comments.

7. **BUSINESS**

A. Expenditure Approval

MOTION: Jack Burkman moved and Merle Koplán 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: Jack Burkman moved and Karen Peterson seconded approval of the Three Creeks Library Capital Facility Area expenditures. The motion passed unanimously.

C. Library Privileges Policy

King said the Policy Committee met to discuss possible changes on library privileges. E. Smith thanked Brenda Cameron for the work she put into the presentation to the committee.

The current Vancouver Library/Operation Center building is 48,000 square feet with about 36,000 square feet devoted to public service. In predicting future trends and technology, 92,000 square feet is where we need to be to meet 20-year growth. The 75,000 square foot option for Vancouver Library would not provide much growth potential.

The difference in bond totals for Option 1 and 2 is just \$1 million. A lot of that is base cost. The cost would be 20 cents per \$1000 for both options.

To determine the percentage of the Operations Center to include in the bond, circulation for the district was compared to the three branches within the city boundaries. The calculation showed the three city branches account for 57% of the total district circulation. Therefore, only 57% of the cost of the Operations Center is included in the bond amount. Funding for the remaining balance will come from district funds.

Koplan said this is very fair to the citizens of Vancouver. Ziegman added we have great locations. Vancouver Community Library will remain at the same location and the Firstenburg site is still available for the Cascade Park Library. There is great support for both.

MOTION: Merle Koplan moved and Rose Smith seconded approval of Option 1 for the November 8, 2005 Vancouver Bond Measure as presented. The motion passed unanimously.

E. Mission Statement, Values and Principles

King said we spent a great deal of time at the retreat last month and at the workshop before the regular meeting on the Mission Statement. It has been challenging to come up with a succinct statement that sums up everything.

We had a good discussion on the Values and Principles and want to emphasize this is an excellent, non-biased and free library. A new aspect to be included is the technological use that is an important part of the future. Staff will take the Board's suggestions and bring back a revision of the Values and Principles to the next meeting.

Discussion of the Mission Statement focused on a few wording changes but the basic content remained the same as discussed at the retreat.

MOTION: Merle Koplan moved and Karen Peterson seconded approval of proposed Mission Statement that reads: Fort Vancouver Regional Library District provides gateways for ideas, information and community interaction for the people of Southwest Washington. The motion passed unanimously.

8. REPORTS

A. Branch News

Mary Devlin's written report is attached. Devlin introduced Executive Assistant Jessie Kovic, who was hired to support her and Karin Ford. She also introduced Karin Ford, Vancouver Community Librarian, Barbra Meisenheimer and Cynthia Ernest from Vancouver Mall Community Library, Caryn Sipos from Three Creeks Community Library and Teresa Torres and Ryan Ellis from Cascade Park Community Library.

Devlin said a recent highlight throughout the District was the Bookmark Contest celebrations. She also mentioned a long time Vancouver Mall Library user who got an entry-level job after getting help from library staff on using Microsoft Word and other computer tools. A White Salmon Library customer thanked staff for finding the books he needed to enable him to pass a math requirement for a job. A Battle Ground patron gave staff cookies in appreciation for the help they gave him with his becoming a citizen. These are concrete examples that illustrate how the library helps our customers and makes a difference in peoples' lives.

Teresa Torres introduced the Cascade Park Friends in attendance: Rae Clark, Liz Cebula, Marilyn Lewis and Joan Knapp. Torres said the Cascade Park branch is the busiest library in the district per square foot. Many people visit the branch to browse, pick up books, attend a story time, do homework and prepare résumés and to have staff proctor their exams.

Some library programs are held in the community. They hold READ programs for at risk school age readers. Thanks to the Library Foundation, the children each get a book to take home. Torres noted how much the new storage unit located behind the library helped the staff and she thanked the Board for approving development of the bond measure.

Koplan said Cascade Park is the size of an average home in Clark County. Visualize having 400-500 people walking through your house each day. That's what it's like in the Cascade Park branch.

King acknowledged that Cascade Park has a great Friends group and thanked them for the meal they provided.

B. FVRL Foundation

Smithrud's written report is attached. The 2005 Friends Fair, held on April 30 was a huge success. Olive Garden Restaurant donated food for the attendees at the Water Resource Center. The event attracted a good showing of guests from outside our area.

The annual Authors and Illustrators dinner will be September 29 at the new Vancouver Hilton Conference Center. The Board will be receiving a save-the-date card soon to

mark their calendars for the event. The Foundation expects approximately 1,000 people to attend. Ziegman added the Foundation dinner would be one of the first major events to be held at the Hilton.

C. Summer Reading

Sue Vanlaanen shared a poster and distributed packets to the Board for this year's Summer Reading. The 2005 theme is "Dragons, Dreams and Daring Deeds" and will begin on June 1. Many libraries in Oregon and Southwest Washington participate in this project. Safeway will promote Summer Reading on their paper bags during the month of June.

9. **DIRECTOR'S REPORT**

Ziegman said he has been spending a great deal of time on the pending bond measure looking into what changes should be made this time. Staff will participate with the PAC organization on their own time. Now that the Board has approved the building configuration, staff will start working on that.

Don and Jane Higgins are spearheading the fundraising for the new Battle Ground Library and are moving speedily. The required \$2 million needs to be raised by fundraising.

Ziegman has been working with the Foundation policy committee to ensure that Foundation policies are in sync with the library's policies.

Altrusa, a women's philanthropic group, held their 4th annual Library Service Award dinner event in April. Nancy Pearl was the speaker. She was informative and hilarious. She is the model for the librarian action figure. She wrote *Book Lust* and *More Book Lust*. All Clark County library employees are eligible for the Altrusa award. There were 19 nominees for the award with 10 finalist honored at the dinner, five of whom are FVRL employees. FVRL's Heather Rhone was this year's winner. She received \$500 to spend on the library.

Koplan asked Ziegman to send a congratulation letter on behalf of the Board to all staff nominated and to Heather for winning the award.

Ziegman spoke at volunteer receptions at Battle Ground and Vancouver. Library Hall was packed with approximately 150 people. Volunteers have contributed over 22,000 hours to the district. It is heartwarming to see how much people care about the library.

10. **CITIZEN COMMENTS**

Liz Cebula thanked the Board for approving the bond. She assured the Board the Cascade Park Friends will help in efforts to get the message out.

11. **BOARD COMMENTS**

King said that former FVRL Assistant Director Gordon Conable passed away at the age of 58 earlier this year.

Koplan said she visited Vancouver and Three Creek libraries with her grandchildren. She shared how much they enjoy library programs and events.

12. **NEXT REGULAR MEETING**

The next regular meeting will be on Monday, June 20, 2005 at Goldendale Community Library. A workshop on Values and Principles will be from 4:00 p.m. to 5:00 p.m. and the public meeting will be at 6:00 p.m. Note: the date was changed from June 13 to June 20 due to scheduling issues.

King recessed the regular meeting at 7:52 p.m.

Jack Burkman returned for the 8:30 p.m. executive session.

13. EXECUTIVE SESSION (not open to the public)

King moved the meeting into executive session at 8:30 p.m. The purpose of the meeting was to receive and evaluate complaints against an employee.

King recessed executive session at 9:10 p.m. to announce they would continue for approximately 15 minutes more. Executive session ended at 9:30 p.m. and the Board returned to regular session.

MOTION: Jack Burkman moved and Merle Koplán seconded that the complaint received does not warrant further action and that the La Center Community Library agreement and operation will be discussed and taken into consideration at the next annual and applicable performance review. The motion passed unanimously.

The Board continued public discussion with regard to the status of the La Center library transfer. The Board discussed concerns that the real property transfer to the City of La Center for lease to the District appeared to be stalled. Burkman expressed his view that the matter needed to be resolved soon and all Board members agreed. All members of the Board expressed hopes that the transfer to the City can be quickly completed. King was asked to work with Ziegman and the District's legal counsel to explore with the Colf family how the parties can move forward with this and after a time, if necessary, to advise that if this is not accomplished in a timely fashion that litigation may proceed.

14. ADJOURNMENT

The meeting adjourned at 9:45 p.m.

Approved:

Chair

Date

Secretary