



FORT VANCOUVER REGIONAL LIBRARY DISTRICT
BOARD OF TRUSTEES

AGENDA FOR PUBLIC MEETING

LOCATION: Goldendale Community Library
131 West Burgen, Goldendale, Washington

DATE: Monday, June 20, 2005

6:00 p.m. – PUBLIC MEETING

1. Call to Order
2. Agenda Approval ACTION
3. Minutes Approval – May 9 meeting ACTION
4. Chair Announcements INFORMATION
5. Citizen Comments (limited to 3 minutes each on any topic)
6. Board Business
 - a. Expenditure Approval: King ACTION
 - b. Three Creeks LCFA Expenditure Approval: King ACTION
 - c. Resolution 2005-3, Executive Director to Enter into Contracts: Duitman ACTION
 - d. Clark County Resolution on Trustee Appointment: Ziegman ACTION
 - e. Values & Principles: Facilitated by Devlin ACTION
7. Reports INFORMATION
 - a. Branch News: Devlin / Fisher
 - b. FVRL Foundation Update: Smithrud / King
8. Executive Director's Report: Ziegman INFORMATION
9. Citizen Comments (limited to 3 minutes each on any topic)
10. Board Comments INFORMATION
11. Setting of next meeting time:
July 11 at Three Creeks Community Library
12. Adjournment

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

June 20, 2005

1. CALL TO ORDER

Chair Jerry King called the meeting to order at 6:02 p.m. at Goldendale Community Library.

2. PRESENT

Chair Jerry King presiding. Board members: Marilyn Butler, Merle Koplan, 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; Rick Smithrud, FVRL Foundation Director and Debbie Hose, recording.

Other staff and citizens attending: Naomi Fisher, Teddy Cole, Kathy Larson, and Nancy Barron.

3. AGENDA

The agenda was approved with the addition of a report from Doreen Turpen on Early Learning listed as 7c.

4. MINUTES

The minutes of the May 9, 2005 meeting were approved as emailed.

5. ANNOUNCEMENTS

On behalf of the Board, King thanked Friends of Goldendale Community Library for their wonderful hospitality and delicious food provided prior to the meeting.

6. CITIZEN COMMENTS

No citizen comments.

7. BUSINESS

A. Expenditure Approval

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

B. Three Creeks Library Capital Facility Area Expenditure Approval

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

C. Resolution: 2005-3

Duitman explained the purpose of the resolution is to have an updated authorization in place. The proposal is to allow the Library Executive Director authority to sign contracts with a value not exceeding \$500,000 and for members of the Administrative Team to sign contracts with a value not to exceed \$250,000.

Koplan asked, since there are monthly meetings, what would come up that would need a signature before meeting with the Board? Ziegman said when the bond passes there will be an architectural contract that will likely need to be signed in a timely manner. Projects will have been discussed with the Board prior to staff signing a contract. This will help to keep the project moving. King said staff would know what should come to the Board prior to signing a contract. Most agencies have a provision like this.

Butler would like to restrict signature rights to the Executive Director so he would be aware of all contracts. The state auditor would be looking for internal controls. Ziegman said currently all Admin Team have authorization to sign contracts up to \$250,000. Board members expressed their preference for retaining this authority level. Koplan said the ultimate responsibility is on the Board.

MOTION: Merle Koplan moved and Marilyn Butler seconded approval of revised Resolution: 2005-3 to reaffirm the existing authorization [\$250,000] for the Library Executive Director and members from the Administrative Team to enter into contracts on behalf of the library. The motion passed unanimously.

D. Clark County Resolution on Trustee Appointment

Ziegman said the Clark County Commissioners are voting Tuesday, June 21 on a resolution regarding the appointment process for library trustees on their consent agenda. There will not be any discussion unless a commissioner removes it from the consent agenda for discussion. If they approve the consent agenda then it stands as is. All the counties plus the library would need to sign for it to be official.

The resolution will require three Clark County appointees to live outside of Vancouver. Ziegman said a concern is there is not a provision for an

existing incumbent who lives within the Vancouver city limits. He spoke with a county executive who assured him that the intent is for future appointments. The Board expressed concerns about the lack of a grandfather clause. Other questions that were raised: If a Board member moves are they still eligible? What about possible annexation? The loss of continuity if an incumbent is dismissed for these reasons could be a problem.

The Board agreed that the Chair will write a letter to the Clark County Commissioners stating the concept of the resolution is fine but to consider grandfathering in incumbents and the importance of selecting the best qualified person.

MOTION: Karen Peterson moved and Merle Koplán seconded to deliver a letter from the Fort Vancouver Regional Library District Board Chair to address the resolution by Clark County Commissioners on June 21, 2005 by 10:00 a.m. The motion passed unanimously.

E. Values and Principles

King reminded the Board of the discussion on this topic from prior meeting minutes.

Devlin facilitated the discussion by asking for the Board's thoughts on the Values and Principles draft proposed. Butler liked the active verbs but did not understand the designated public forum support statement. Turpen answered that it has to do with legal issues and the terminology is needed. Ziegman added the statement has a specific meaning and he would research it and email that information to the Board.

Changes to the Values and Principles draft are to add District in the first line to say Fort Vancouver Regional Library District and to end the paragraph with a period.

MOTION: Marilyn Butler moved and Karen Peterson seconded approval of the Values and Principles as follows. The motion passed unanimously.

Fort Vancouver Regional Library District provides a lifelong learning resource, outside the formal education system, that enables each individual to acquire or to adapt the skills and knowledge necessary to participate in self-government; be productive; elevate economic stature; enhance humanity; and contribute to enjoyment of life.

To support this commitment, Fort Vancouver Regional Library District:

- Serves its constituents as an excellent and unbiased source of information
- Provides programs and services free of charge
- Operates efficiently
- Stays within budget and maintains adequate reserves
- Fosters individual choice through a wide range of materials and programs
- Provides a designated public forum and marketplace of ideas
- Offers equitable service throughout the district
- Operates as an integral part of the community
- Meets community needs through partnerships
- Encourages individual branch identity
- Maintains current, appropriate policies
- Uses technological advances to assist in service delivery

8. REPORTS

A. Branch News

Mary Devlin's written report is attached. Devlin reported the branches are gearing up for Summer Reading. There is a lot of information being sent to the schools in preparation. Devlin then turned the presentation over to Naomi Fisher, Goldendale Community Librarian.

Fisher introduced the Goldendale Friends in attendance. She acknowledged Kathy Larson for her service as a board member when the library annexed with the County in 1973 and her role during the building expansion project in 1982.

The library is involved with several agencies in a cooperative effort that includes Mercer Farms, Parks and Recreation and Klickitat County Economic Development. Fisher noted the library is a fundamental part of the community during rough economic times.

Fisher said improvements are underway to the landscaping, including new trees and a sprinkler system.

The library will celebrate its 20th anniversary in the current building this year. Fisher and Devlin met with the Goldendale Mayor and City Manager to discuss renewing the library lease.

The library will host three summer concerts made possible by an anonymous donation of \$1,000. There will also be a summer ice cream social.

The Goldendale Friends have been working on a book about life and culture in Klickitat County. The name of the book is *Bluelight to*

Puckerhuddle: Klickitat County East to West. The book will be available in November.

B. FVRL Foundation

Rick Smithrud's written report is attached.

Smithrud asked that everyone ask himself or herself, "How can I make the Foundation more successful?" This is a great way for all of us to work together to promote the library.

The Foundation purchased "Hello, Baby!" book bags and materials with funds raised at last year's Authors & Illustrators dinner. The 3,000 bags will be distributed throughout the district to parents with babies. The purpose is to educate parents on the importance of reading to their children.

The Foundation is hosting a gathering on June 22 at the Hilton Hotel for anyone wanting to serve as a Table Captain for the annual Authors & Illustrators Dinner. Additionally, save-the-date cards will be sent soon for the September 29 dinner event.

Invitations to the Battle Ground sign dedication on Thursday, July 14 have been mailed. The ceremony will take place near the site of the new library. The Battle Ground Friends have created a Cornerstone Society for contributions of \$1,000 or more for the new library.

Author J. A. Jance is starting her nationwide book tour in Vancouver to promote the latest J. P. Beaumont book, *Long Time Gone*. Jance will be at Barnes & Noble on July 28 and 29 for a book signing and book fair. A percentage of net sales will be donated to the Foundation if a voucher is presented at time of purchase.

The Foundation had their annual retreat on June 9. King attended the meeting as liaison to the library.

Smithrud announced that Dale Read is the new Foundation Board Chair.

C. Early Learning

Turpen said FVRL is partnering with SELF to work together to reach out to families with young children to introduce them to reading. The Foundation for Early Learning in Seattle has offered an incentive to get the program started. They will match up to \$500,000 raised in Clark County. David and Patricia Nierenberg have raised \$300,000 and hope to raise the additional \$200,000 soon. A presentation was made at the

retirement celebration for Rick Melching, Evergreen School District Superintendent. Melching is a strong advocate of early learning and the importance of preparing children for school.

9. **DIRECTOR'S REPORT**

Ziegman said the bond measure is in its early stages but the PAC is busy laying the groundwork. There has been one speaker training and another is scheduled for tomorrow at Harney School. Even if you don't speak, it would be a good opportunity to learn the speaking points. We are finalizing the ballot language and will bring that to the Board for approval. The Foundation has generously contributed to the PAC.

Admin Team has been working on the strategic plan and will have a final draft to bring to the Board at the July meeting.

House Bill 1161 added libraries to the list of agencies to be notified about Level III sex offenders that move into the area. We met with representatives of Clark County Sheriff's Office, Vancouver Police Department, YWCA Sexual Assault Program and Washington State Department of Corrections. We worked out a procedure for the library to be informed. The Clark County Sheriff's representative said she would vouch for the library's cooperation on this issue. Ziegman relayed that statement to the Clark County Commissioners.

Ed Reeves is the library's new labor attorney. He has worked for Stoel Rives for over 20 years and completed an internship with our prior attorney, Harry Chandler, who passed away earlier this year. Reeves came highly recommended by Ilene Drake, who has worked with the library in the past. We will meet with Reeves soon to discuss background and context in preparation for union negotiations that start in July. Jennifer Warner an associate with the firm, will be working with Reeves. She will be doing some of the work to help keep the cost down.

Ziegman attended the new Hilton opening. He went to the ballroom where the Foundation's Authors & Illustrators dinner will be held in September and thought it would be a good fit for the event.

The library contracted with Elders in Action for unscheduled visits to the Three Creeks Community Library, Vancouver Mall Community Library and Vancouver Community Library to assess the libraries for elder friendliness. Ziegman and Duitman met with the group last week for their reports. Each facility passed the assessment. They checked access to buildings, signage, and attitude and helpfulness of staff among many criteria. They had several practical suggestions. One recommendation was to have a place to sit out of the weather while waiting for a ride. Ziegman is very pleased that all three branches had high marks on staff helpfulness and pleasantness. None of the elderly auditors had a bad experience.

He is happy to know this is the way staff is receiving our customers. Koplan complemented Ziegman for opening the library to this and hopes he will share the results with all the branches.

10. CITIZEN COMMENTS

Teddy Cole thanked the Board for coming to Goldendale for their monthly meeting.

11. BOARD COMMENTS

Peterson announced the Holiday Shop is opening Divine Consign in downtown Vancouver.

12. NEXT REGULAR MEETING

The next regular meeting will be on Monday, July 11, 2005 at Three Creeks Community Library. An executive session will begin at 4:00 p.m. to discuss the direction of labor negotiations and the public meeting will be 6:00 p.m.

13. ADJOURNMENT

The meeting adjourned at 7:57 p.m.

Approved:

Chair

Date

Secretary