

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

September 10, 2007

1. CALL TO ORDER

Chair Karen Peterson called the meeting to order at 4:04 p.m. at Vancouver Community Library. She moved the meeting immediately into an executive session to discuss union negotiations and real estate. Executive session ended at 4:50 p.m. with no action taken; Peterson convened the regular public meeting at 6:02 p.m.

2. PRESENT

Chair Karen Peterson presiding. Other Board members: Jack Burkman, Jerry King, Bonnie Reynolds, Rose Smith and Bill Yee. Administrative Team members attending included: Bruce Ziegman, Executive Director; Patty Duitman, Operations Director; Mary Devlin, Community Libraries Director; Sue Vanlaanen, Communications Director; Kwang Kye, Technology Director; and Karin Ford, Vancouver Community Librarian. Becky Pettigrew, recording.

Other staff and citizens attending: Howard Buck, Anna Cross, Megan Dugan, Don and Jane Higgins, Rita Levesque and Rick Smithrud.

3. AGENDA

The agenda was approved as presented.

4. MINUTES

The minutes of the August 13, 2007 meeting were approved as emailed.

5. ANNOUNCEMENTS

Peterson noted that Koplán participated in Executive Session but had to leave the meeting due to a family situation.

6. CITIZEN COMMENTS

None.

7. BUSINESS

A. Expenditure Approval

King said he discussed the library and Three Creeks bills with Koplán before she left; she had reviewed them and recommended their approval.

MOTION: Jerry King moved and Bill Yee seconded approval of the accounts payable, payroll and payroll payables as presented. The motion carried unanimously.

B. Three Creeks Library Capital Facility Area Expenditure Approval

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

C. Early Learning Advocacy

Ziegman said he had introduced this topic to the board at their previous meeting and that a copy of the draft Interlocal Agreement was included in their packets. He and other public library directors have felt frustrated that libraries did not have a unified voice in the area of early learning before legislators and funding organizations.

Ziegman recommended that the board authorize him to sign the Interlocal Agreement, committing no more than \$10,500 for each of two years toward this project.

MOTION: Jack Burkman moved and Rose Smith seconded approval for the FVRL Executive Director to sign the Early Learning Advocacy Interlocal Agreement, acknowledging that this is in line with our Strategic Plan as it relates to early learning.

Yee asked for clarification about the \$30,000 that was mentioned in the Interlocal Agreement. Ziegman said that the formula used to determine how much each public library contributes is one-tenth of one percent of their budget, with a maximum of \$30,000. Only libraries with the largest budgets are contributing at the \$30,000 level.

VOTE ON MOTION: The motion passed unanimously.

D. Policy Revision: Purchasing, Capitalization and Disposition Policy

Duitman explained that the board had reviewed this policy the previous year as part of their regular revision cycle. However, at that time staff did not know they would have as many opportunities for ways of acquiring new buildings. After working with bond counsel and regular library counsel, some new language related to building projects is suggested. She explained further that while generally we may want to, we've learned that statutorily we are not required to use a competitive process if a case can be made that using such a process would lead to "undesirable, uneconomical or impractical results."

King said he has the legal opinion and although it's still in draft form, it recommends this language to us. A competitive bidding process is something ordinarily done in the public sector. There are Attorney General opinions dealing with the tradition of public bidding but allowing that there are many different ways you might safeguard the public in your acquisitions of property. King said when he worked for the City of Vancouver they did several projects quite similar to ours. He felt the language in the revised policy sets out a good philosophic basis and read it aloud for everyone to hear. King said that after reading the draft legal opinion, he's willing to support adoption of this revised policy.

One change King suggested was to remove the words "lowest possible bidder" where they appear in parenthesis in the edited paragraph. He said that usually placing the words in parenthesis is how the attorney indicates a phrase is to be removed. King asked if this was something we needed to verify with the attorney. Ziegman said he believed the intention was to remove that phrase and the board's motion could reflect that.

MOTION: Jerry King moved and Rose Smith seconded approval of the draft Purchasing, Capitalization and Disposition Policy as presented, with one correction: remove the phrase “lowest possible bidder” where it appears in parenthesis. The motion carried unanimously.

8. REPORTS

A. Community Libraries Report

Devlin’s written report is attached.

Karin Ford shared information about her involvement in the development of a building program for the new Main library. She’s been working with others to develop some basic assumptions about what the new library will be like and what a Main library offers. Ideas they are developing include:

- The Main library as a community crossroads and a place of inquiry for people of all ages and from across the district.
- A destination that is welcoming to all ages, social and economic levels and cultures.
- A comfortable downtown neighborhood library.
- A resource for those coming from a distance, with a strong research collection and depth and breadth to satisfy wide-ranging needs.
- A wide selection of entertainment reading; fiction with depth and breadth.
- A gathering place with spaces for people to meet formally and informally.

Additionally, Ford said they have been working to identify special emphasis areas and are talking with members of the community about what these might mean:

- Early learning
- International center (resources for those new to the U.S., learning English, learning other languages or learning about other parts of the world)
- Economic development (resources that connect people who are starting or developing their businesses)
- Community interaction (meeting spaces, programs like Forum at the Library and Teen Conversation Café, exhibit and public information spaces)

Peterson thanked Ford for her report and said this is very helpful information. Ziegman noted that the staff is still in the preliminary stage of developing these ideas, including figuring out if they are appropriate and how they’d manifest themselves in programs and services. Yee asked if the process for the Main library would be the same as is being used for the Eastside. Ford said it would be very similar and that she has been involved in the Eastside process in part so she could learn from it.

B. Financial Tracking

Duitman provided a financial tracking report for August 2007 expenditures that included charts depicting seven major categories: personnel expenses, professional services, small equipment, general supplies, travel and training, capital expenses, and library materials. She explained two charts which showed some deviation from what was anticipated. In the area of personnel, Duitman said the district continues to have openings and are in the process of filling them. Examples include the La Center librarian and the White Salmon bilingual library assistant position. Staff conducted interviews for the Public Service Manager position but did not find a successful

candidate. They are now reexamining that position and will likely recruit again in a few weeks. Funding for open positions will continue to remain available. There is also a Purchasing Assistant position to post. Initially they had hoped to fill all new positions by the end of August but have since realized this was too aggressive a timeline.

Library materials purchases also show a deviation from the expected spending pattern for August. Duitman said that the spending pattern for the past few years was erratic due to Sirsi implementation, and this year's pattern was based on that time period. Collection Development staff is assessing where money is still available in the library materials budget and what new titles will be available. They will then shift their funds so that they can expend it by the end of the year. Burkman asked where they expect to be by the end of the year with the library materials budget and Duitman anticipated they would be 98-100% expended.

Burkman acknowledged that this is the first year staff has provided reports that predict spending on a monthly basis. He said for that reason he did not want to put a lot of pressure on Duitman for it not being exact.

C. Battle Ground Building Project Update

Building Projects Manager Rita Levesque shared an update on the Battle Ground library building project. A poster was shown containing building design elements.

Levesque said the design team includes David Wark of Hennebery Eddy on the interior layout and design; and Philip Stewart, the developer's architect with the Myhre Group, on the exterior design. The Myhre Group is preparing construction documents that they plan to submit to the City of Battle Ground by October 1 for permit approval, however, there is so much new commercial development in the City that the City is lagging on their 30-day commitment for issuing building permits. She noted that this will not impact the developer's site improvement schedule and the Friends are continuing with their ground-breaking celebration set for October 4. Burkman asked about the actual beginning of construction and Levesque estimated that would occur in April 2008. She said if we start construction before the end of the year, the cost of construction for working in wet weather conditions would be considerably higher. By holding off, those kinds of costs can be avoided.

Special Projects Director Doreen Turpen was unable to attend tonight's meeting, so Levesque shared a report for her. Turpen has met with the Friends of Battle Ground Library regarding their Friends Room. This included discussing what they anticipate using the room for, how they plan to market their book sales, how they would accept donations, and addressing various physical design elements such as window heights for display purposes. Turpen has also met with the Battle Ground library staff to talk about the flow of the workroom and the materials handling system, including bringing the new Technology Director Kwang Kye into the process.

Burkman asked if there had been consideration to delay the planned October 4 ground breaking, since construction would not occur until April. Jane Higgins said it was very recent that we'd determined we would wait until April to begin building. The community understands about the delay during the winter months and there will still be

some work on the site. The governor's husband and the state librarian are already confirmed to attend the October event. Higgins indicated it would be just fine to hold the event as planned.

D. VLCFA Projects Update

Eastside Library

Levesque shared an update on the project. The seventh workshop with architects and consultants is on Sept. 11 and will address such details as mechanical, electrical, plumbing, furniture and graphics. A poster containing some design elements for the new library was shown. Levesque said the design includes a lot of glass that will allow natural light to flow through the interior. They are discussing whether a professional lighting study would be needed to determine how much lighting will come through surrounding trees. Also being considered are donor opportunities for such enhancements as artwork, tile floors and additional audio-visual.

A presentation was given at a Fircrest Neighborhood Association meeting recently. Ziegman noted that about 25 neighbors attended the meeting, during which the library's architect shared information and answered questions. Following the meeting, Ziegman received a call from the association's president who said this was the best presentation they've ever received related to a building project.

Levesque noted that the topic of parking continues to be an issue with citizens and staff is looking at creative ways to reduce congestion, such as the possibility of an off-site book drop.

Burkman asked if the project is still within budget and Levesque said staff and architects work on the budget progressively as they get through each phase. Architects are cognizant of the fact that our finances are limited, and are always looking at ways to value engineer so that the project remains on target. Burkman asked if we can shift the plan if there is an overrun on costs. Levesque said yes and shared an example: we'd had a high figure for the audio-visual in the meeting rooms; now they are looking at the minimum the library should provide and then examining what enhancements could be provided using outside funding sources.

Levesque shared news from Turpen. At architect workshop #6, several special citizen groups participated including Friends of Cascade Park Library and various special-interest groups for input on building accessibility and how to make it welcoming for those with special needs. Input shared included using stimulating colors and lighting that can change, providing small objects kids can hold to give them a sense of serenity, and having round rather than square tables to make it easier for those who speak in sign. Another idea that came up at the workshop was whether to have an enclosed seat inside a book shelf for a child to sit in. While one attendee disagreed with this because it would not be available to all the children in the library, another said that it was a great idea and that her children needed to accommodate to the world (not the other way around). Levesque said staff found the session very interesting and helpful.

Main library

Ziegman said that four architectural firms are scheduled to give presentations later in the week. King and Yee will participate on the architect review team as representatives of the board. The four firms were selected from a group of seven that had submitted responses to a request for proposals.

Several staff visited the San Mateo library recently. This 90,000 square foot library has underground parking and was built about a year ago. Staff felt this would be a tremendous opportunity to see another library that is the same size and has similar requirements as our planned new Main library. They asked the San Mateo staff what they liked and didn't like about the new library. One element that our staff didn't like as much was the fact that the elevator to the library came up outside the building. Overall, they were very happy with the new library. Ziegman commented on the attractive fixtures that were used throughout. Photos of the library were passed around for board and audience members to see. Ziegman said he also plans to visit the Eugene Public Library, which has similar square footage.

Ziegman continues to work with others on developing a parking plan for the new library.

Ziegman commented on the other building projects. On August 17, he attended the ribbon cutting event in Battle Ground for Sixth Street Station, which is part of the Battle Ground Village. The Sixth Street Station developers announced a donation to the Battle Ground library project of a stepping stone membership (\$360) for each house they sell, which is a total pledge of \$60,000. On Sept. 18, there will be an open house at the current Battle Ground library to share progress we've made on the library to the community. Higgins added that there is also a Sept. 13 Battle Ground Chamber After Hours event at Battle Ground Village and it will include a tour, food and refreshments.

Related to the Eastside project, Ziegman said that our Interlocal Agreement requires us to present the design to the City of Vancouver and the VLCFA Board. A City Council Workshop is planned for October 1. The design will be presented to the FVRL board on October 15. On Oct. 30, the VLCFA Board will review the plans for final approval. These are the only formal approvals that the Interlocal Agreement requires.

Burkman asked if we had a preference for what we call the Main library, as he's heard it referred to in different ways, such as Westside library and Riverwest library. Ziegman said the preferred name is Main library.

Peterson noted that Vanlaanen had provided a written report that includes details about a new art review process being developed.

E. FVRL Foundation Update

Foundation Director Rick Smithrud shared highlights from his written report, which is attached. He mentioned the Foundation's Author's and Illustrators event, which includes a workshop, auction and dinner, and spoke about some of the items available in the auction. They've already sold more than 700 of the tickets for the dinner and about 200 remain.

Smithrud mentioned the dedication of the new Stevenson library's deck and passed around photos for people to see. He provided board members with a list of upcoming dates for Foundation-related events as well as invitations for the Battle Ground library ground breaking, and a flyer about a fundraiser for the Battle Ground library.

Jane Higgins said the Foundation has instituted some accountability measures for itself, including a minimum number of appearances at events beyond its board meetings. She suggested that library trustees and staff check with Smithrud before making a trip to see if there is a Foundation member that might like to go along.

9. EXECUTIVE DIRECTOR'S REPORT

Ziegman said the annual Staff Development Conference was held Sept. 4 and featured several very good presenters. The keynote speaker was Karen Hyman, Executive Director of the South Jersey Regional Library Cooperative, who spoke about customer orientation and customer service. Ziegman said she's humorous and very to the point. She also gave a workshop on a similar topic later in the day. Laura Dellinger from the Metro Group was another presenter who spoke about how each of us is an ambassador for the library every minute we're in the public and the importance of having something valuable to say.

An update was provided on the Interlocal Agreement for the MIX (Metropolitan Interlibrary Exchange) program. This agreement allows our patrons to get free library cards from the Multnomah, Clackamas, Hood River and Washington county libraries, and vice-versa. FVRL has previously paid a fee for this service; the new agreement has been finalized and stipulates a fee-neutral arrangement. Ziegman said that formerly FVRL paid about \$30,000 per year for this service. He said this is an excellent example of intergovernmental cooperation. Some of the revenue formerly applied to MIX will be used for early learning advocacy.

Ziegman said that staff member Amy Lee hosted a delegation from China that was touring Oregon and Southwest Washington. The group included four individuals representing libraries from the Fujian province located on the eastern coast of China. They stopped by Ziegman's office for a visit. Lee translated the discussion, which included sharing a PowerPoint Presentation about one of their libraries that has incorporated three museums and is approximately one million square feet.

10. CITIZEN COMMENTS

None.

11. BOARD COMMENTS

King noted that the Graphics staff took new photos of the board members prior to the meeting, to update photos used on the Web site and in other places.

12. **NEXT REGULAR MEETING**

The next library board meeting is Monday, October 15, 2007 at Stevenson Community Library.

13. **ADJOURNMENT**

The meeting was adjourned at 7:09 p.m.

These minutes were approved at the Oct. 15, 2007 meeting.

Board Report
Special Projects Division
Aug./Sept. 2007
Doreen Turpen

Statistics

The Administrative Analyst position has been in place about one year now. Initial work was centered on completion of national and state annual reports. In the past few months Jessie has worked to create a centralized system for filing reports electronically, to develop a package of reports for each branch, and to help staff learn to use data from our automated system for management. This month's report illustrates this range of activities:

- Jessie completed reports on the 2006 circulation, service, and demographics of three branch libraries, Washougal Community Library, La Center Community Library, and North Bonneville Community Library. Reports were provided to branch managers.
- She used Director's Station to create four new weeding templates for staff to use over the next six weeks of weeding. She assisted several staff with report building help including specialized weeding reports and reports to help do shelf check lists in specific areas of the collection. She provided report assistance to collection management staff for work related to collection projections for the Main library. This information is needed for the Main Library building program. She worked with Jacquelyn to create reports that help us see patterns of circulation during summer reading.

She is now exploring data mapping and is working with Clark County's GIS department to gather data to help us with planning and analysis of our services.

Building Projects

Highlights included:

- Workshop # 6 for the Eastside Library. This workshop included sessions with the Cascade Park Friends, and with community members who addressed accessibility and useability for people with special needs. Participants included the ADA coordinator for Clark County, and representatives from ARC, Washington State School for the Deaf, and Elders in Action.
- Site visit to San Mateo Public Library.
- Battle Ground project has moved from emphasis on the floor layout and exterior elevations to more detailed design of interior spaces.
- Development of a process for considering art in our libraries.

Community Libraries Report For August 2007

PROGRAMS

- Ann Younger (Cascade Park) launched a new Building Blocks program at Fircrest Elementary and continued the program at Hearthwood. Ann and Teresa Torres (Cascade Park) visited Fircrest and Hearthwood Elementary Schools so Ann could meet the contact persons, see the rooms, and learn each school's logistics. The Fircrest media specialist is so excited that she is providing toys and board books kids can use during the parent time. The Hearthwood school counselor wrote a grant and received free books for the Building Blocks children.
- Goldendale finished its summer concert series this month with two concerts, Zinindika, a marimba band, and the Local Outsiders, a Goldendale modern jazz band. The marimba band was by far the best concert this year. The group is made up of teenagers from the Hood River & Parkdale areas who manage their own booking, marketing, directing, and set list. They were very professional and put on a fabulous performance.
- Goldendale hosted its annual Ice Cream Social on August 16. About 325 people attended the event. The Friends held a silent cake auction and collected the usual donations. The Highland River band donated their performance. Everyone had a great time.
- La Center's Evening Book Group discussed *Broken for You*, the 2005 Booker Award winner. Due to the overwhelming demand La Center added an evening book discussion group to their fall schedule. Many teachers from La Center are excited about the opportunity to attend an evening discussion.
- Two Ridgefield Stitchery Group members are making knitted library card holders, very popular with young patrons. Once one sibling gets a holder, the others usually follow.
- Ridgefield's computer classes continue to be popular and have been extended into December.
- Western historical music group Tall Boots performed for an appreciative crowd of about 200 at Skamania Lodge's outdoor amphitheatre on August 26. Cynthia Dominik (Stevenson) coordinated the partnership among Skamania Lodge, the Stevenson and Washougal libraries, and the 21st Century BRIDGES after-school program.
- "30 years of Star Wars" was Stevenson's theme for the movies it showed during August. To celebrate the 30th anniversary of the original movie, all six Star Wars movies were shown. Popcorn and lemonade were sold as a YAAB fundraiser.
- Although Stevenson's summer story times were finished, Stevenson staff quickly designed a story time program for fifty-seven children when a preschool and a summer school group called to see if they could attend a story time.

- Three Creeks hosted “Games at(e) Your Library” with an attendance of 71 adults and children. Their Monday game time continues to be a success. Gwen greatly appreciates their Friends investing in the new games because it is really paying off.
- Information Services staff began teaching “Find Info” classes for the public and FVRL staff on topics such as Health, Travel, Business, and Reader’s Advisory. They also held seven public computer classes at six branches. The average attendance for these classes is five people, which is very encouraging.
- The BRIDGES class from the Hathaway Elementary site visited the Washougal Library August 7th. Staff helped students make animal masks and find books.
- Woodland staff are implementing a new program to help bored teens, competing for Internet time, explore the library. Each week staff will give away one additional Internet hour to the winner of a weekly drawing. Teens enter the drawing by answering trivia questions that require them to use the rest of the library. The program is called Internet Waiting/Internet Winning or IW2 for short.
- White Salmon’s computer classes continue to be well received with 19 patrons attending the “Free Email” and “PC Basics” classes on August 20. Sam Wallin (IS) does a great job teaching and working with the patrons.
- To help White Salmon celebrate its 100th birthday, the White Salmon library invited “Pioneer Living” to set up their traveling interactive museum of domestic life in the gallery. The kids thoroughly enjoyed playing with traditional folk toys and the museum’s interactive “stations” that featured making bread, washing clothes on a scrub-board, beading necklaces, and grinding cornmeal.
- The Read and Play program held twelve programs in August and had a total attendance of 122 people. The highest attendance was at the Image Elementary School site.
- August had one of the highest returns in coupons for the 3rd book in the Hello Baby! Project. Thirty-eight coupons were returned.
- Summer Reading wrapped up this month. Signups increased by 7.5% over 2006’s 18,183 signups. Jacquelyn Keith (Children’s Services Coordinator) received numerous comments from patrons regarding their appreciation of the program’s quality as well as the outstanding work that is being done by the branches in hosting and presenting programs.
 - Battle Ground had 3,829 children sign up for the children’s Summer Reading Program. They gave out thousands of prizes.
 - Seven hundred thirty-three teens participated in Battle Ground’s Teen Summer Reading Program. Staff distributed 1,019 prizes by the morning of August 31.
 - Goldendale wrapped up its Summer Reading performance series with a Raptor Rescue show and comedian/juggler Tom Question. Children were drawn to the

animals and enjoyed Tom's show. Their two biggest shows were the Raptors and Creature Feature.

- Ann O'Reilly said that their Summer Reading Program was a very successful experience, in both the programs and the incentives. Staff had many appreciative parents and delighted children.
- Three Creeks had 3,123 children and 670 teens sign up for their Summer Reading program. Participants read thousands of hours and received thousands of prizes. Three Creeks ended their Summer Reading Program with a big bang when The Three Creeks Teen Puppet Troupe presented "Preposterous Puppets and Their Topsy-Turvy Tales." Blake Kincaid (Three Creeks) wrote the scripts and teens performed "Little Miss Muffet Sat on a Spider," "The Three Little Socks and the Big Bad Boot," "Hamlet, the Pig of Denmark," and "To be or not to be..." All performances had the appreciative audience of more than 220 people in stitches.
- Vancouver Mall's final Summer Reading Program was Steve Lattanzi's "Creature Feature." Steve was able to take some of the reptiles into the audience because the program had a smaller attendance. He also stayed until nearly 9:00 p.m. answering questions.
- Every Tuesday night during the month of July and into the month of August, Barbra Meisenheimer (Vancouver Mall) took summer reading out to Pioneer Elementary School. The school's library is open for students to check out books from 6:30 – 7:30 p.m. Vancouver Mall has been doing this for five years and finds it very successful.
- Washougal's last Summer Reading Program was silk-screening. Twenty-one people attended the program. One mother wanted to try her hand at silk-screening her children's tee-shirts. Rachel Kuerzinger (Washougal), Janet Alder (Washougal) and volunteer Blake Klantchnek helped with this program.
- Woodland's last Summer Reading Program was magician Louie Foxx who gave a "Reading Is Magic" show that was full of an infectious love of books, magic, and laughter. Their Friends sponsored the event and hosted the very popular annual Ice Cream Social following the show. About 115 people attended the event.
- Woodland's Teen Summer Reading Program wrapped up on August 14, with a wild ride of "Science: Who Knew?" Participants made lava lamps in plastic drink bottles and discovered what happens when you heat Ivory™ Soap in a microwave (it explodes in soft billows!).
- Charlie Brown entertained a nice crowd of kids at White Salmon's final Summer Reading Program. As part of the grand finale celebration, everyone enjoyed cookies and juice that their Friends provided.

YOUNG ADULTS

- Battle Ground's YAAB held a very successful multi-media sale on August 25. In four hours they raised \$295.50 which will go toward the teen area in the new library. Gen Brown (Battle Ground) said the sale was a very fun and successful event. The teens had a good time. Several people coming to the sale or just stopping by the library commented how nice the sale was.
- Goldendale's YAAB hosted a teen movie night program as part of their Teen Summer Reading. Susan Kerwin (Goldendale) put together an ice cream sundae bar, showed the film *Swing Kids*, and had a short discussion after the movie.
- Ridgefield staff are collecting CD's, DVD's, and pre-recorded VHS tapes for the YAAB Multi-media and Bake Sale that will be held Saturday, September 29, in conjunction with the Friends' Book Sale.
- Three Creek's teen mystery night, "The Disappearance of Angela Day," was well attended and the amateur sleuths seriously examined the crime scene clues. For the first time during a mystery night, two teams identified the right villain and both earned Starbucks gift cards that were provided by the Three Creeks Friends.

COORDINATORS

- Jen Studebaker (YA Coordinator) created a District YA Services Wiki, using PBWiki freeware. The wiki provides all branches with the same services, advice, and information, no matter where their branch is located. The wiki will also help staff become more comfortable with collaborative web functions. The wiki can be found at <http://yafvrl.pbwiki.com/>. YA Services also has a MySpace account and a Flickr account. Visit the sites at www.myspace.com/yaab and www.flickr.com/photos/fvrllya
- Jen Studebaker is developing a new fall writing contest to replace the Tales of Terror. The contest is timed to coincide with Teen Read Week in October. Three Creeks and White Salmon libraries will both host celebration parties.
- As of July 31, 2007 Unique Management Services has helped FVRL collect \$288,155.52 in cash, library materials, and waived bills resolving thousands of patron accounts.
- Megan Dugan (Circulation Coordinator) and Joey North provided 24 hours of direct support to branches. They worked in La Center, Three Creeks and Cascade Park.
- Megan Dugan met with supervisors at Vancouver, ILL, Technical Services, Information Services and Collection Development to identify concerns and to offer Circulation Services support for their departments.
- Jacquelyn Keith (Children's Services Coordinator) attended the Family Policy Council for Skamania/Klickitat County and the Skamania/Klickitat Community Network meeting.

COMMUNITY CONNECTIONS

- Angelika Elde (Battle Ground) represented the Battle Ground library at the New Tradition Homes Neighborhood Barbecue on Saturday, August 18. She offered people library card applications and information about library services. Jane Higgins (Battle Ground Friend) also attended the event and had a Friends' table next to Angelika's.
- Battle Ground staff were very pleased with their Battle Ground Cinema partnership. Battle Ground Cinema gift certificates were Teen Summer Reading prizes. The cinema lowered the price of movie passes by 50 cents in the middle of the summer and also agreed to discontinue the expiration dates on movie passes. By discontinuing expiration dates teens were able to use passes they earned last summer and had not used yet.
- Sam Wallin (Information Services) and Jackie Spurlock (Battle Ground) did a three-hour in-service workshop for thirty teachers from HomeLink and CAM Junior and Senior High Schools on Wednesday, August 29. Jackie spent the first two hours introducing teachers to six electronic resources and Sam spent the last hour going over internet resources and educators' websites. The participants greatly enjoyed the presentation.
- Gwen Scott Miller (Three Creeks) walked Vancouver School Board member Edri Geiger through the Three Creeks Library while 325 children and adults were at the library for the "Creature Feature" Summer Reading program.
- Gwen Scott Miller (Three Creeks) and Barbra Meisenheimer (Vancouver Mall) staffed a table at the Homeschool Resource Fair. The fair was a good opportunity to talk with Homeschool parents about available library collections and services. Parents were so excited to learn of the databases the library offers. Parents who have college-bound students were very interested in the College Source and Learning Express Library. Gwen and Barbra probably talked to about 30 families. The event's organizer assured Gwen and Barbra that the library would be invited back next year.
- Ruth Shafer was the guest speaker and reader at the Clark College Child Care's family ice cream social. About sixty people attended the social. She presented a story time and talked about what the library has to offer families as well as the importance to reading and talking with young children. Plans were made for her to repeat this presentation in the early Fall at a parent meeting
- Karin Ford (Vancouver) attended a reception sponsored by the League of United Latin American Citizens. The reception celebrated the award of a Community Health Education Foundation grant for a Latino community health education project. FVRL will provide graphics support for the one-year project.
- Sara Teas and Cristi Jenkins (Vancouver) represented FVRL at the Hispanic Health Fair.
- Abbie Anderson (Woodland) accepted the 2nd Vice President position with the Woodland Chamber of Commerce. Her position is training for an eventual presidency. Abbie is also considering serving on the new Cowlitz County Substance Abuse Coalition.

- Abbie Anderson and Jewell Foederer (Woodland) discussed with Kathe Schaffran, Activities Director at the Woodland Senior Care Center, how to bring library service to the center's residents. Abbie and Jewell will meet residents on September 11.
- The White Salmon library hosted a booth at White Salmon's Centennial Celebration in the City Park on August 11. YAAB members assisted Heidi Henning (Vancouver) with helping over 100 kids make their own "forest medallion." The medallions were really popular with the kids and added nicely to the day's festivities. Thank you to Tove Stock's husband, Peter Stocks, and Heidi's father, Steve Jones, for volunteering to saw and drill the medallions. Flyers for upcoming library programs and library brochures were also handed out.
- Tove Stocks and Jennifer Hull (White Salmon) attended a recent Mount Adams Chamber of Commerce "Business After Hours" hosted by Embarq (formerly Sprint). They had an opportunity to talk with a number of their local library patrons and business leaders.

EXHIBITS & DISPLAYS

- Gen Brown (Battle Ground) created a wonderful bulletin board display in the children's area titled "What You Do Gets Your Child Ready to Read." The display promotes the library's early learning and pre-literacy activities.
- "Social Justice," an art show expressing thoughts on various international issues, is showing in the Stevenson Library gallery through September 7. Four Gorge-area artists created the display and it is receiving rave reviews.
- Karen Nickel (Washougal) put up a display in Washougal on lace making and tatting. The display is to pique patron's interest in lace making because Karen will lead a lace making class October 2nd. Patrons are already signing up for the class.

STAFF

- Karen Holcomb (Battle Ground) had a devastating stroke on August 1 in the staff break room as she was returning from lunch. Karen has gone from ICU to hospital room (2 different ones) to rehab and back to the hospital. She has a long haul ahead of her. Staff are very concerned about Karen and appreciate Human Resources sending an EAP representative to meet with individual staff who felt they needed some counseling after Karen's stroke. Everyone who met with Jane Benson, the EAP representative, found their meeting very helpful. Jane was really excellent!
- Several staff toured Pierce County libraries to learn about their self-service model.
- Lynne Minnick (Vancouver) led the annual district bookmobile meeting in Stevenson on August 1st. It was both enjoyable and worthwhile, as the drivers from across the district were able to share stories and suggestions for improving their programs and runs.

- Ann O'Reilly (Ridgefield), Brigitte Mucci (Vancouver) and Barbra Meisenheimer (Van Mall) attended the PNLA conference in Edmonton, Alberta. The conference's emphasis on serving multigenerational and multicultural populations was very timely.
- Ann O'Reilly (Ridgefield) attended the Port of Ridgefield's annual picnic. The picnic gave her a chance to reconnect with some of the Port's personnel and see some of their plans and projects.
- Jacquelyn Keith (Children's Services Coordinator) attended the Family Policy Council meeting for Skamania/Klickitat County. The Council is revising the bylaws and redefining the community grant application process. Jacquelyn will be working with two other council members to develop program coordinator's job description and estimate how many hours the coordinator will need.
- Heather Rhone (Early Learning Specialist) attended the Professional Development Discussion with REACH Associates, a consulting group specializing in early literacy.
- Megan Dugan (Circulation Services Coordinator), Kwang Kye (IT Director), and Gwen Scott Miller (Three Creeks) visited the Redding, CA library to meet with staff and investigate workflow with materials handling/RFID.
- Several staff members visited the San Mateo library. It is a 90,000 square foot library on three floors with a two level parking garage underneath. The visit gave many ideas for the new Vancouver library.

BOOKMOBILES

- The bookmobile is a regular feature at the Klickitat County Fair. Hot weather made the air-conditioned vehicle a nice place to be this year. Bookmobile staff participated in a radio interview during the Fair. People who visited the bookmobile commented on how bright and cheerful the bookmobile was.
- Jeanean Burgon (Stevenson) and Heidi Henning (White Salmon) drove the bookmobile in the August 18th Trout Lake Fair Parade. Many children and families were excited to see it.
- The Clark County bookmobile attended the Uptown Festival and a local church community block party during August.

VOLUNTEERS

LITERACY & ESL

- Contacts at the Chamber of Commerce led to a volunteer for a new English Conversation Circle in Woodland. Alex Garcia, a First Independent Bank employee, is enthusiastic about leading the group.

FRIENDS

- The La Center Friends sponsored a Magikal Miniatures show. Over 150 adults and children enjoyed the wonderful miniature horses. The presenter did a great job of providing the crowd with general horse care information. Each child had a turn to brush and feed a horse.
- Two new members joined Ridgefield's Friends for a potluck meeting at President Susan Dixon's home. Their twenty-something ages brought the age curve down significantly. Ann O'Reilly (Ridgefield) spoke with one of the new members who said that when her daughter was young, she would ground her daughter from going to the library because the daughter considered that a truly great deprivation. Ann is working on recruiting her for the presidency.
- Stevenson's Friends held their second-annual "sale at the fair" and garnered more than \$400 during the event. They held a book-sorting party and cleared out the storage area to make room for new titles in better condition. They are organizing a fundraiser for the new deck furniture and will help host a deck dedication party in September.
- The Three Creeks Friends voted to contribute up to fifty boxes of books to the upcoming Ridgefield Friends book sale. They have purchased two tables at the Foundation Auction and will likely purchase another.
- Woodland Friends selected March 15 for their "Woodland Community Day with the Portland Trailblazers" fundraiser. Participants will enjoy a "Court of Dreams" time from 2:00-3:00 before the game.

DONATIONS AND BEQUESTS

- Julianne Hudson represented the Battle Ground Library at the New Tradition Homes residential site ribbon-cutting and open house. New Tradition Homes also presented a check for \$60,120 to Julianne for the library capital campaign. The event and donation were featured in *The Reflector*, August 29, 2007 issue. New Tradition Home donates \$360 to the Battle Ground building project for each home purchased in the development. Homebuyers are essentially purchasing a Stepping Stone. New homeowners are given a commemorative floor tile from the Friends.
- The New Phoenix and Last Frontier Casinos donated \$850.00 for programming to the La Center Library. The donated money is from casino employees and the casinos as part of their safety awareness fundraiser.
- Martin Carty, a direct descendant of Ridgefield's first white settler, presented the library with a copy of *A Noble Function* by Luke Krueger. He plans to donate two more copies. The book is an illustrated history of the U-Haul Corporation, which was founded in Ridgefield by Martin's sister, Anna Mary, and her husband, Sam Shoen, after World War II. Ridgefield staff receive U-Haul inquiries regularly from residents and travelers, so staff are glad to have an available reference copy about U-Haul's history.

- Liz and Richard Lundy (White Salmon Friends) donated funds in honor of three newborns to purchase six children's books.
- Robert Krieger (White Salmon patron) made a \$100 donation to purchase audio books.
- Lewis River Rotary has begun a program in which they donate a children's book to the Battle Ground library in honor of each week's speaker. So far they've donated \$200 for the project. Battle Ground staff really appreciate the work Jan Johnston (TSD) has done to get the program going on a tight schedule.

FACILITIES

- A 15-minute Internet terminal was installed at Cascade Park in August. Even though it is next to the circulation desk, staff have received some relief because walk-in patrons can now have some Internet time.
- Work is continuing on the initial building program for the new main library in preparation for working with a design architect this Fall.
- Facilities added bumpers to Washougal's video shelving. Videos no longer slide behind other videos making them impossible to find. Facilities also built a shelf for the cases housing the YA collection, which allowed more space for cassettes and CDs, foreign language and literacy materials, YA fiction and nonfiction, and displays. Staff are very happy with both additions.
- Woodland staff and patrons are delighted with the computer table that was rescued from the surplus sale to replace the low, bulky Internet tables. The new table frees up much-needed space, eases traffic flow around the computers, and provides a more comfortable work space.

TIDBITS

- Margaret Hancock (Vancouver Mall patron) said to Justin Keeler (Vancouver Mall) that she "doesn't know what she would do without the Mall Library. All of you in there are so great. Just wonderful people all around."
- With the Ancestry Library no longer available at the Family History Library in Clark County, Washougal staff have noticed increased use of their Internet workstations for genealogical research. Patrons are delighted that they can access this genealogical database at the library. One patron, who was instrumental in placing the Clark County cemetery records online, excitedly told staff that she found her grandfather's death record in Ancestry database and that he was buried in Portland.

FVRL Board Report

Sue Vanlaanen, Communications Director

September 10, 2007



Designing an art review process

FVRL has a long history of featuring permanent artwork in its buildings, in addition to offering temporary art installations in branches where display space is available. While permanent art display is not at the top of our library service priorities, it provides a nonverbal connection on a personal level with the public, particularly in areas like Stevenson where there's a strong arts community. Also, art has generally been included for the visual friendliness and interest it adds to building interiors.

During my six years at FVRL, questions have arisen now and then about what we can do with existing permanent art, what's in the district-owned art collection, and how branch managers should handle offers of permanent art donations. With three building projects now underway and offers of artwork already coming in from the public, the need for a definitive process has become a high priority.

I'm leading this effort and have organized our work into four phases:

Phase I: Establish principles, art review panel(s) and process for new-building projects

Phase II: Establish art review panel(s) for future acquisitions/retirements in existing buildings

Phase III: Inventory existing artwork throughout District

Phase IV: Establish and initiate review cycle for existing artwork

The committee working to initiate FVRL's art review process includes Jeanne Heikkinen and Christina Cain of the Graphics department; Special Projects Director Doreen Turpen; Stevenson/North Bonneville Community Librarian Chris Hughey; Three Creeks

Community Librarian Gwen Scott-Miller; Foundation Director Rick Smithrud; and myself.

Working on Phase I, the group has approved a set of guiding principles and scope of responsibility, and begun developing a proposed art review process to guide the district through addressing specific art-related issues.

To address the immediate need for art guidance for the Battle Ground building project, we've enlisted the help of the Battle Ground Friends of the Library's fundraiser and Foundation president, Jane Higgins, and Battle Ground Community Librarian Jackie Spurlock. They in turn have helped us recruit two additional members for a local Art Review Panel: community activist Louise Tucker, and Battle Ground Arts Alliance representative Pat LaCroix.

The entire group met last week with architect David Wark to get a sense of the building's look and feel, to identify possible locations for art in the building, and to begin shaping criteria for selection of artwork.

Our next step will be to test out the process draft by gathering the panel on Sept. 21 to begin assessing art pieces in the current Battle Ground library for possible transfer to the new building.

Separately, I'm taking a look at the district's current Gift Acceptance Policy to determine whether the process we're developing suggests a need for any changes.

Foundation Director's Report

Prepared by Rick Smithrud

September 10, 2007

2007 Authors & Illustrators Dinner

The 2007 Authors & Illustrators Dinner has turned into two events. Rick Steves, European travel guru and public broadcasting celebrity, will be conducting a Travel Tips Workshop at the Red Lion at the Quay at 3:30 p.m. Workshop tickets are available for \$25 per person. Later that evening, Steves will be serving as the featured speaker at the 2007 Authors & Illustrators Dinner at the Hilton Vancouver Washington. Tickets to the A & I Dinner are \$60 each with tables for ten available for \$600. This event will "sell out," so please purchase your tickets early. Call the Foundation at 360-699-8846 to order your tickets.

Stevenson Deck

The new outdoor deck on the west side of Stevenson Community Library has been completed. It will provide an additional 540 square feet of public space for library patrons to relax, read, hold book discussions, wait for the library to open, do homework, meet up with friends, or just sit and enjoy life in Stevenson. The new deck will be dedicated on Tuesday, September 11 at 6 p.m. The Friends of Stevenson Community Library will be hosting this event. Refreshments will be served. FVRL Trustees, FVRL Foundation board members, and SWIFT board members are all encouraged to attend.

Target Grant Award

The Foundation has received a grant from the Target Stores Foundation for \$1,700 in support of the "Hello Baby!" book bag program. The funds will be deposited in the Foundation's Early Learning Programs Fund until needed for the next order of books, book bags and educational materials.

La Center Casinos Charitable Fund

The Foundation has received a grant from the La Center Casinos Charitable Fund in support of the "Hello, Baby!" book bag program. This grant award provides \$2,820 for materials to assemble 282 "Hello, Baby!" book bags to give to the parents of infants living in the La Center Community Library's service area.

Battle Ground Community Library Ground Breaking Ceremony

The Friends of Battle Ground Community Library will be hosting a Ground Breaking Ceremony on Thursday, October 4th at 10 a.m. at the future site of the new Battle Ground Community Library. This event will mark the beginning of a concentrated effort to raise the remaining \$325,000 for the Battle Ground Library Campaign.

Silent Auction Items for Authors & Illustrators Dinner

The Foundation is still looking for silent auction items for the 2007 Authors & Illustrators Dinner. If you have something you want to donate (case of wine, golf clubs, sail boat) or if you know someone who should be contacted about making a contribution, please contact the Foundation at 360-699-8846.

Date: September 10, 2007
To: Fort Vancouver Regional Library Board of Trustees
From: Patty Duitman
Subject: Operations Report

ADMINISTRATION

- Continued union contract negotiations
- Continued working with staff on 2008 budget
- Worked with legal and bond counsel on issues related to library construction

FACILITIES

- Completed (110) Work Orders and (14) Special Events
- Completed interior painting at the Stevenson Library
- Completed Business Office Staff relocation
- Built and installed wooden shelving for Washougal
- Completed the Maritime Annex electrical modifications

TRAINING

Conference/Workshop Registrations

- Registered 4 staff for Internet Librarian Conference
- Registered 3 staff for the NW ILL Conference
- Registered 1 person for National Association for the Education of Young Children Annual Conference
- 2 Security Guards attended “Verbal Judo” training workshop
- 3 staff participated in the “Creating a 2.0 library” web conference
- 5 staff participated in the “Free Your Content – RSS for Libraries” web conference
- 5 staff attended the Find Info: Reader’s Advisory class

Substitute Training

- Scheduled 4 new Asst I substitutes for initial training
- 3 existing substitutes scheduled at additional locations
- Completed Asst II training for 3 of our current substitutes

Other

- Held a very successful Staff Development Conference on September 4th
- Continued planning for Reference Interview/Customer Service training that will begin this fall