

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

*December 13, 2004*

**1. CALL TO ORDER**

Chair Merle Koplan called the meeting to order at 5:30 p.m. at Image Elementary School in Vancouver, Washington. She moved the meeting immediately into executive session to discuss Real Estate. Executive session ended at 5:50 p.m. with no action taken. The public meeting reconvened at 6:00 p.m.

**2. PRESENT**

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

Others staff and citizens attending: Cynthia Ernst, Karin Ford, Steve Hamaker, Debbie Hose, Barbra Meisenheimer, Rick Smithrud, Trish Segal and Teresa Torres.

**3. AGENDA**

The agenda was approved as presented.

**4. MINUTES**

The minutes of the October 11 and November 8, 2004 meetings were approved as emailed.

**5. ANNOUNCEMENTS**

On behalf of the Board, Koplan thanked the Friends of Vancouver Mall Community Library for the boxed lunches they generously provided prior to the meeting.

Koplan welcomed Rose Smith, who was appointed by the Clark, Skamania and Klickitat County Commissioners to fill the vacant position on the library board. R. Smith met with Ziegman and Koplan recently for an orientation.

A La Center resident, R. Smith said she is one of the charter members of La Center Friends of the Library. She grew up in Vancouver and remembers using the library frequently. R. Smith noted that she was a member of the school board years ago. She works in real estate and is married with three children. Her family grows organic marionberries on their living history farm in La Center. Ziegman also noted that the Commissioners selected R. Smith from 13 candidates. The board welcomed her.

**6. CITIZEN COMMENTS**

None.

## 7. BUSINESS

### A. Expenditure Approval

Burkman noted that there were a number of refunds given to patrons for lost books. It was noted that processing lost book fines and then providing a refund has a staff cost involved. The group speculated on the reason for the number of refunds given in the past month, but did not have a conclusive answer and so Ziegman said he would research it and get back to the board. Koplan suggested having something in our policy that addresses a refund eligibility timeframe. Also, if the material has already been replaced Koplan suggested that perhaps a refund is no longer in order. This issue will be included in the early 2005 discussion of the Borrowing Privileges Policy.

**MOTION: Jack Burkman moved and Marilyn Butler 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. Nominating Committee: 2005 Officers

Butler reported that the Nominating Committee met and proposes the following as 2005 officers: Jerry King, Chair; Karen Peterson, Vice-Chair; and Jack Burkman, Secretary. Butler said that the nominees have all agreed to serve in these positions.

**MOTION: Marilyn Butler moved and Elena Smith seconded approving 2005 officers as follows: Jerry King, Chair; Karen Peterson, Vice-Chair; and Jack Burkman, Secretary. There were no further nominations. The motion carried unanimously.**

### D. 2005 Meeting Dates

Butler said she would not be able to attend the July meeting date. Peterson and Burkman agreed to swap their February/March finance review assignments. Koplan noted that April 7-8 is the board's annual retreat and stressed the importance for all board members to attend.

**MOTION: Marilyn Butler moved and Karen Peterson seconded approval of the 2005 meeting dates as presented. The motion carried unanimously.**

### E. Policy Committee: Borrowing Privileges

King reported that the Policy Committee met and discussed minor changes to the policy. It was agreed that the policy should be more thoroughly reviewed in early 2005. King asked board members to send any comments they have about the policy to Ziegman between now and then. For now, King said that several changes were needed on page 2 of the policy to address current concerns:

- In item #3, bankruptcy law has been taken into consideration. A bankruptcy court may waive fees owed and there would be no choice but to restore the privileges without this policy change. King asked that

setting some standards for this be included in the revision early next year. Ziegman said he would write up some criteria.

- In item #4, a sentence was inserted to set limits of who is eligible to use the library's Interlibrary Loan services. It is restricted to those who reside in the district's service area or who live outside the library district but pay property tax in the district or pay a non-resident borrower's fee.

Burkman asked that the future revision of the policy clarify that the restriction for when six or more items are lost applies to items currently lost, not all items ever lost. Peterson and E. Smith asked if there is any leniency for patrons when library materials are destroyed in a fire or natural disaster. Meisenheimer said that the patron's insurance would pay for the materials. What if the patron does not have insurance, or their insurance does not apply? King said he believes the library's policy is fairly liberal.

**MOTION: Jerry King moved and Marilyn Butler seconded approval of the Borrowing Privileges Policy as presented. The motion carried unanimously.**

## 8. REPORTS

### A. Viewing of FVRL Informational Video

The library's informational video, which is approximately 7 minutes long and describes the services and resources of the district, was shown. The video was produced in 2003 and updated recently to mention CIPA compliance, but several Board members had not seen it previously.

### B. Training Lab

Ziegman gave a report on the training lab that will be needed when the library migrates to a new Integrated Library System (ILS). Staff had originally suggested the use of a portable unit on the tennis court area behind Vancouver Community Library. However, it was recently learned from the City of Vancouver that the restrictions for the tennis courts are more limiting than originally thought. Using the back of library hall is now the most viable option. A better divider will need to be installed between the two meeting areas. Ziegman said that this would not require a budget amendment. Koplan thanked Ziegman for the update.

### C. Branch News

Devlin introduced the branch staff that was present. Vancouver Mall Community Librarian Barbra Meisenheimer gave an update on activities at the Mall branch. She invited the board to visit the branch after the Christmas shopping season, when Westfield Shoppingtown is less crowded.

Meisenheimer said that when new people come to the area, one of the places they make a point to find is the local mall. This means that they also find the Mall library. The Mall library becomes the front line for people learning about FVRL. After a visit there, they find the branch closest to their home.

The branch has nine public Internet computers, including a 15-minute station. The computers are constantly busy and have waiting lines. Pay for printing for Internet use is quite high.

Circulation is different at the Mall library. Most people check out fewer materials at one time because they don't want to carry them all the way through the Mall back to their car. Even though circulation isn't as high as some branches, program attendance and visits are quite high. The branch also checks in a lot of returned books as patrons combine this chore with their shopping. Meisenheimer said that husbands and kids use the library while wives are shopping, especially during the holiday season.

The Mall library is open two nights when no other libraries are open (Fridays and Saturdays). Many students are doing homework at that time and so the branch handles a lot of reference questions. The branch is also open Martin Luther King, Jr. Day and Presidents Day, when other libraries are closed.

Meisenheimer said that the branch averaged 70 plus parents and babies for their initial baby storytimes. As a result, they split the storytimes into two age groups and still average 40 babies and parents. Toddler storytime is quite busy too. Meisenheimer credited her talented staff for drawing families to programs. The branch also offers evening family programs for working parents.

The Vancouver Mall and Cascade Park branches have a joint Young Adult group that meets regularly. The teens in this group want to focus on volunteer activities this year rather than entertainment.

As she is involved with an American Library Association committee on outreach to senior citizens, Meisenheimer expressed her desire to expand the branch's outreach to seniors.

Meisenheimer recognized Cynthia Ernst for helping with training of substitute staff. She noted that the branch has many volunteers including special education students from Heritage and Evergreen High Schools. She also recognized the strong support from Friends of Vancouver Mall Community Library.

The board thanked Meisenheimer for her report. Koplan complimented her on the branch's calm atmosphere within such a busy shopping mall.

D. Strategic Planning Update

Ziegman shared a PowerPoint presentation on the results of the Nov. 17 planning committee meeting (presentation is attached).

Vanlaanen said that the district's managers and administration met on December 3 to talk about the top six service priorities identified by the planning committee. Staff teams brainstormed ideas for each of the service priorities. The ideas will be summarized into written reports, which will be given to the planning committee. Representatives from each team will give a brief presentation on their topic to the

committee on January 19. At the January 19 meeting, facilitator Jeanne Goodrich will guide the planning committee in a discussion to narrow it down to possibly four service priority recommendations. These final selections will then be brought to the library board at the April retreat.

Ziegman has been updating staff on the status of the project. Staff is able to submit their ideas and comments to an electronic bulletin board; ideas will then be incorporated into the written reports given to the committee.

Vanlaanen reported that one of the ideas from the staff meeting was to produce a large print version of the library's general information brochure, which has since been completed.

Butler asked about representation on the planning committee from Skamania and Klickitat Counties. Ziegman said that the committee has representatives from each community, including Stevenson, White Salmon and Goldendale. Koplan added that there are some people from rural areas of Clark County that had very different comments than those nearer to towns. Koplan said she was impressed with how many people spoke up during the Nov. 17 meeting. She acknowledged that the committee members volunteered their time to serve on the committee, and credited Ziegman for getting this commitment from a wide range of individuals with many different backgrounds and from all across the district. Koplan requested that if someone on the committee from Skamania and Klickitat Counties is unable to attend the next meeting, that Ziegman find a replacement for them.

E. "Read It Forward" Teen Program

Young Adult Coordinator Trish Segal gave a report on "Read it Forward," a new teen program. Segal said that the program is based on the movie *Pay It Forward*, in which a teacher asks his students to see if they can make a difference in the world. In the movie, one student decides to do kind acts and then asks people to "pay it forward." Segal said that the teen program begins with youth, who will read a book provided by the library district and then forward it to someone else in the community to read (they can forward it to a person of any age). The title of the book is *Among the Hidden* by Margaret Peterson Haddix. Segal said the books are numbered and a web site has been set up to allow people to track where books have been. For those without Internet access, the book also has a list in the front where the reader can write his or her name. The program runs from November 22 through February 28. Trish said Alaska Airlines has agreed to participate and will distribute a number of the books to teens at their ticket counter. Segal said that the program is getting good coverage in the newspapers. Families have sent the books to their teens across the country, and as far away as Iraq and Mexico.

Koplan asked how the program was funded. Segal said that it was funded with book discussion money and with funds contributed by the FVRL Foundation. R. Smith suggested the creation of a map that shows where the books have been. Vanlaanen said that Tom Vogt from The Columbian has indicated an interest in

seeing a map. Segal mentioned that she is considering a documentary of the project and has done some preparation including interviews.

Segal provided copies of the book to board members, for sharing with teens they know.

Ziegman acknowledged Segal for her willingness to try new programs. Koplan said the program is getting kids to talk about books, which is terrific. The board thanked her for doing the project.

#### F. DVDs in the Library

Turpen said that DVDs are the fastest growing media in U.S. history; they exceeded VHS sales in 2003. She projected that 64% of households will have DVD players by end of this year. The library needs to begin incorporating this new medium into its collection as it is so prevalent. Turpen noted that the library purchases instructional and educational videos or DVDs, not entertainment. Increasingly many titles are now available only in DVD.

When the library initiated its CD collection, it was decided that a core collection should be developed and funding was sought to support it. A different approach is being taken with the introduction of DVDs into the collection. Rather than adding a core collection at the start, DVDs are being added to the collection in place of a number of video titles as selectors place their regular orders. So far, 296 DVDs have been added to the collection with 90% currently checked out by patrons. Turpen said that Collection Development Manager Jackie Youngblood projects that by the end of next year the library would have about 2,800 DVDs. A benefit of the DVDs is that they are multi-lingual. Also, the DVDs are smaller than videos and so they take up less space, which is important in our crowded libraries. Vanlaanen noted that DVDs were promoted on the library's home page recently.

Burkman asked if staff find DVDs to be more fragile than VHS? Turpen said that staff has not determined this yet, but that other libraries are finding them to be okay. E. Smith said that at the Hood River library, there is higher maintenance with the DVDs because they get scratched and cracked, and have to be discarded or replaced sooner than videos.

Koplan said this is an opportunity for people to donate to a new collection. People often want to be involved in the beginning of a new project and the library could reach out to the community by asking them to donate to the collection.

Burkman asked about the average price of a DVD. Youngblood has projected the cost to average \$21. Koplan asked how much the FVRL Foundation raised with the help of the teenager who promoted CD donations? Smithrud said the Foundation initially received about \$10,000. Donations continued to trickle in and some of the Friends of the Library groups have given money to support it too. Butler said the Foundation could send a letter to all the schools' teen project leaders to suggest they consider the library for a senior project.

### G. FVRL Foundation Update

The FVRL Foundation has received a SWIFT grant that will buy the remaining furnishings needed for the La Center Community Library. Smithrud said the branch has been using some loaned furniture during the interim. He noted that having furniture that is designed for library use and that is comfortable will be a welcome addition to the branch. Other activities are included in Rick Smithrud's written report, attached.

As the liaison to the library board, Koplan said she has attended the last few FVRL Foundation meetings and would continue to do so when in town.

## 9. DIRECTOR'S REPORT

Ziegman reported that the periodic re-testing of the library's Internet filter has been completed, following its first six months of use. The filter's performance is even more accurate than in the past test. A total of 30 search terms were used, with the terms being of likely interest to teens. The first 50 sites in each Google search result list were reviewed to see if there was any under or over blocking. Out of the 1,500 total sites viewed, only 2 sites were over blocked (in the test six months ago, 12 sites were over blocked). Likewise, only 3 sites were under blocked, which is less than the previous test. Ziegman noted one anomaly, which was a search term that was blocked at the results level. He said that the library's Information Technology staff would explore a fix to this problem.

Ziegman also reported that the district is on verge of reinvigorating its baby book bag program. The bags introduce the concept of reading to babies and provide information about the library to parents of newborns. The FVRL Foundation raised over \$40,000 at its annual dinner event for the Early Learning project. Ziegman said that most of the funds would go to this program, and should keep it running for about 18 months.

## 10. CITIZEN COMMENTS

Steve Hamaker said that the library system is very user-friendly. He expressed his strong interest in getting legislative information at the library, and encouraged the district to provide audio access to the legislative sessions. He noted that if there's a stumbling block for groups trying to get an issue through legislature, citizens should have access to information at the library so that they can find out what they need to do to nudge the legislature. Koplan asked about the cost of offering this service. Ziegman clarified that Hamaker was asking that one or more library computers allow the use of headphones so citizens can listen to legislative hearings. Hamaker agreed and that citizens here are more than two hours away from Olympia, making it a burden for them to participate in legislative activities. Butler asked if this would be provided through the Internet so that every community could participate? Ziegman said if the library provides this service, it would be provided district-wide and that staff would need to explore a way to configure its computers. Hamaker asked if it would be worthwhile to do a survey to see if there is more interest in the service? Ziegman said that the library is able to do online surveys. Koplan asked Ziegman to explore the potential of offering this service and suggested including the possibility of whether CTV would have a partnership interest. Ziegman and the board thanked Hamaker for his suggestion.

**11. BOARD COMMENTS**

King said he is honored to be appointed next year's Chair. The board thanked Koplán for her leadership during the past two years.

**12. NEXT REGULAR MEETING**

The next regular meeting will be on Monday, January 10, 6 p.m. at Washougal Community Library.

**13. ADJOURNMENT**

The meeting adjourned at 8:03 p.m.

*These minutes were approved at the January 10, 2005 board meeting.*

BOARD REPORT  
District Resources  
December 13, 2004  
Doreen Turpen

**System Migration:**

Staff participated in planning for the training that will need to be undertaken with a new automated system. They continue to work on data cleanup. Yvonne has been working with Melinda to identify and resolve how data elements that are unique to our collection will be migrated. An example is individual magazine issue data. They are also working on specifications for an authority control project that is related to system migration.

**Staffing:**

Page squad positions were posted and closed Friday Dec. 10. Hiring for these new positions should be concluded by mid-January.

**Programming:**

Read it Forward was launched in late November. Books were distributed at all the branches, Clark County Youth Commission, Suicide Prevention Task Force, Teen Talk helpline, Marshall Center, Rock Solid Teen Center, Daybreak, Juvenile Detention Center, and a copy went out to every school. Copies were also distributed to YAABs and some church youth groups.

Preparations have begun for Summer Reading 2005. Jacquelyn met with her summer reading committee to look at the artwork and incentives. She worked with Graphics to put an order together for 2005 support materials.

The Bookmark Contest is about to start. Contest forms will be available in January and we will look forward to a new series of bookmarks during National Library Week in April. Trish is working with the teen media group to prepare a promotional video for the contest.

**District Support:**

Collection Development staff continued their visits to branches. November visits included trips to White Salmon, Goldendale, Stevenson, Three Creeks and Battle Ground. They have assisted with weeding in Stevenson, North Bonneville, and Vancouver.

Now that Tom is in his District Coordinator role, he has also been able to visit branches to consult on their collections. His emphasis is on the reference collection. He visited Cascade Park branch and helped them weed their reference collection so they could make more room for much requested foreign language materials. He also recently visited Stevenson and North Bonneville to help staff evaluate those reference collections.

Vickie completed a listing of programs held over the past two years at each of the branches. This summary was prepared so branch staff could get a picture of their programming efforts and could, in the future, assess how their efforts mesh with service responses that become part of the district's strategic plan. The overview shows that there are programming differences between branches. For example, some branches provide many programs related to the arts; others concentrate more on literacy.

**Other:**

Technical Services and Collection Development have worked together to reduce the backlog of mending. In October 2003 there were 891 boxes waiting to be mended. That number is down to 211 at the latest count. Collection Development assisted by clearing out items that needed to be weeded rather than mended. Technical Services staff increased the number of items mended by 75% over last year. Branch staff also played a significant role as they are now performing simple mends in the branches rather than boxing items and shipping them to TSD.

Tom manages and selects electronic databases for FVRL. Our goal is to offer the same databases throughout the district, but sometimes the cost is prohibitive and a database is offered only at Vancouver. This was the case with an automobile repair manual. We have had a service called All-Data at VCL for the past several years. It has been very popular. Pricing became competitive on another automobile manual database and we have just made the The ChiltonLibrary subscription database available for all remote database users who come through our fvrl.org webpage.

## Community Libraries Report for November 2004

### Programs

Michele Taylor's baby story times are thriving at Vancouver Mall. Many parents have said how excited they are about the program and the opportunities it provides for parents to connect. A number of them now share babysitting, meet at Starbucks for coffee, and help support each other. The staff are finding it rewarding to see these relationships develop while presenting stories for our littlest customers.

Vancouver Mall staff participated in the Westfield Works Wonders charity event by setting out crafts for kids to do and promoting the library and its programs. Over 70 kids stopped to make puppets, hats and other projects.

The North Bonneville story time is continuing to get new members.

Stevenson Library had a variety of programs, including toddler and preschool story times, a BRIDGES program at Wind River Middle School (presented by Trish Segal), and two book discussion groups.

Washougal's 4<sup>th</sup> Annual Doll Tea Party was a success. Sean McGill provided many teapots. The kids had fun making bracelets and necklaces, and Sean had a great time as, dressed in his tuxedo, he acted as master of ceremonies as dolls and stuffed animals were introduced.

Battle Ground's "Little House on the Prairie" program was very popular. People of all ages did crafts and played games like those Laura Ingalls Wilder and her sisters played.

Wendy Warren, a writer and Valley Community College writing teacher, presented "Writing to the Heart of the Matter", a hands-on writing workshop in White Salmon. It was done in conjunction with the Goldendale Friends of the Library "Klickitat County A-Z" history project, with the help of Teddy Cole of the Goldendale Friends. They got a lot of positive feedback about the program.

Heidi Henning organized a spontaneous turkey coloring contest to help decorate the children's area in White Salmon. Publicity was done only in-house and the response was tremendous. Prizes were like-new children's books donated by the Friends of the Library.

The two adult book groups at Three Creeks are continuing to grow.

Michael McCabe gave a guitar concert in the Washougal Library on November 16<sup>th</sup>. Twenty-five people attended, a great turnout for a Tuesday evening program.

Jenine WhiteCastle coordinated Ridgefield's Fiber Arts Sampler program. The program showcased spinning, quilting, embroidery and other fiber-related crafts. Jenine taught ribbon embroidery and Lois Lamkin demonstrated Hardanger embroidery. Caryn Sipos (Three Creeks) offered information on making Victorian lampshades.

Cascade Park staff held two READ programs. One was for Crestline Elementary the other was for Burnt Creek Bridge. Cascade Park also had a Baby Sign workshop on the value of using sign language with preverbal children.

Vancouver had a Fear Factor teen program which included eight different tests of skill or nerves. Teams of four players competed for a prize. Both teens and staff were enthusiastic about the program.

More people than Library Hall could accommodate turned out for the November Forum at the Library, "Separating Church and State". The panelists presented historical, religious, and political perspectives on the issue.

Goldendale had a tremendous kick-off for the Read It Forward program. Naomi Fisher arranged to do a presentation at the Goldendale Middle School, and when she arrived she found the program was moved into the cafeteria where virtually all the 7<sup>th</sup> and 8<sup>th</sup> graders – 175 students – were waiting for the program. There were many more students than books available, so Naomi gave copies to homeroom teachers and then in turn had students draw lots to see who got to read them first. The newspaper in Goldendale did an article about the program, and Naomi heads that the first tracking comments on the website were from a Goldendale student.

## **Staff**

Jackie Spurlock and Mary Devlin were invited to attend a training program on a process called Systematic Development of Informed Consent developed by the Institute for Participatory Management and Planning and sponsored in Vancouver by the Washington highway division.

Andrea Bullock was promoted to Assistant Circulation Manager (Vancouver).

Dawn Hill left Vancouver Mall to take the floater position.

Several staff attended Donald Davis' talk at the City Club of Portland. Donald is a storyteller from North Carolina. He spoke on story telling and developing community connections. Ann O'Reilly and Mary Devlin also attended an evening of Donald's stories.

Caryn Sipos attended the National Council of Teachers of English/Assembly on Literature for the Adolescent (NCTE/ALAN) conference. She met over 50 YA authors and talked with many publishers. Among her spoils were three boxes of new books for the library and 23 new galleys.

Barbra Meisenheimer attended the Outreach and Literacy (OLE) meeting in Bremerton. The emphasis of the meeting was on outreach to seniors.

## **Community connections**

Caryn Sipos and Brenda Cameron (Circulation Coordinator) spent time in “jail” to raise money for the March of Dimes. They used their time most effectively, talking with others in jail about the library and library services.

Chris Hughey, the new Stevenson-North Bonneville librarian, has been contacting community groups and introducing herself as the new librarian. Chris and Marilyn Butler met with Jim Saltness, the Stevenson-Carson School Superintendent. Chris appeared before the Skamania County Commissioners to formally introduce herself as the new librarian. Marilyn also attended. Chris gave the commissioners copies of our internet policy and some “Child Safety” and “Teen Safety” brochures. She reports that the commissioners were pleased and intrigued by the number of databases available through the library. Chris has also been making connections with people in the Gorge arts community.

Karin Ford was a guest speaker for the Vancouver Kiwanis Club. She gave them a brief overview of FVRL, Vancouver Community Library services, some of the challenges we face, and our strategic planning process.

Carole Bryan (DIS) represented FVRL at the Clark College Health & Wellness Fair.

Kim Carroll (Vancouver Mall) has been connecting with schools. She spent a day at Image Elementary telling stories to over 200 students. The highlight of the day was when older students shared their favorite stories with her. Kim was also one of the select readers at Marrion Elementary School’s Literacy Night. Students and their families traveled from room to room to hear stories and have their “reading passports” stamped. Kim and Jane Prenguber went to the Scholastic Book Fair at Pioneer Elementary School and gave out library cards.

Jane Miller (DIS) and Kim Carroll (Vancouver Mall) represented FVRL at the Evergreen High School Options Fair. They talked with students about volunteer opportunities with FVRL and Kim promoted the Mall’s YAAB group.

Sean McGill continues to meet with the Camas High School Key Club, the Cascade Park Kiwanis, and the Washougal Olde Towne Neighborhood Association.

Sean and Heather Rhone met with Bridget McCleman, Program Manager for the Children’s Home Society. Bridget manages the Family Center in Washougal. They discussed the discovery kits and story times. The Washougal Library will start doing weekly story times at their site in December.

Naomi Fisher and Rachel Gunkel have been helping Goldendale distance learning students by proctoring exams. Goldendale’s Learning Center is without a director so more students than usual need help with this. Naomi notes that this is another good example of how the library helps economic development and quality-of-life issues in tangible ways.

## **Facilities**

The librarian's office at Ridgefield is done, with a door into the library, duct work and an air return added, the ventilation system connected, and the room painted. The area behind the Internet computers has been upholstered and that has created a noticeable reduction in the noise level. They've also received favorable comments on the visual effect.

The Goldendale sidewalk work has begun. The hardest part is done, with tree removal completed (and the trees mourned) and the weather cooperating just long enough to get a decent cure on the cement on the western side. The contractor hopes to get the eastern sidewalk done before the ground freezes.

The staff at Cascade Park held a brainstorming session on ways to accommodate their increasing circulation in a facility that is dramatically undersized. Colleen Lindsay organized the suggestions into categories and the staff developed a list of recommendations.

## **YAAB**

Cynthia Dominik planned and helped present Stevenson's hosted Teen Meditation workshop.

The YA Book Group at Three Creeks is getting going. All the teens attending the November meeting had read the book!

Teens in Battle Ground made a scarecrow for the Chamber's annual Halloween Scarecrow contest. It won second place!

The Ridgefield YAAB is planning to have a book discussion on the Read It Forward book.

Cascade Park teens responded to the strategic planning questions during their November YAAB meeting. This is giving the staff useful insight into how to market the library to teens.

Susan Kerwin organized a joint after school / YAAB "Friendship Bracelet" program for Goldendale teens. Twelve teens attended, most of them boys. They enjoyed the program, although some had difficulty finding the patience to learn knot-tying skills.

## **Bookmobiles**

Stevenson is reviewing their bookmobile schedules and statistics. The staff is brainstorming ways to most effectively schedule the bookmobile. Time saved will be spent doing other forms of outreach.

The schedule for the three Hockinson stops will change in January to accommodate a request from the Hockinson Intermediate School. They want the bookmobile to arrive closer to the end of the school day.

Goldendale did a special bookmobile run to Roosevelt this month. Roosevelt is on a bi-weekly schedule, and with the Veterans' Day and Thanksgiving holidays they otherwise would have had to wait six weeks between visits.

### **Literacy & ESL**

Lorraine Badurina (DIS) made presentation to two Clark College ESL classes.

There are now twenty-three countries represented in the FVRL Conversation Circles.

### **Friends**

Sean McGill met with the Washougal Friends to complete the audit requested by the Foundation.

Battle Ground Friends continue to gear up for fundraising for a new library. Rick Smithrud met with Jane and Don Higgins and Jackie Spurlock in November. He clarified the role of the Foundation for the Higginses, and provided a wealth of ideas for how raising several million dollars might be accomplished.

The La Center Friends are sponsoring a "meet the new librarian" open house for Bridget Cain-Bushman in early December.

### **Volunteers**

Lots of Battle Ground high school students helped in the library in November. They worked on recycling mailers for the most part, and also prepared crafts for story times and washed books in the picture book collection.

Vancouver is developing a plan to recruit and train volunteers to work with the Outreach program for homebound customers. They expect to begin volunteer recruitment in January.

Three Creeks volunteers continue to work on recycling mailers every Wednesday morning.

### **Grants, donations & bequests**

Sean McGill met with Rose Goeres, BRIDGES Coordinator, to discuss the evaluation of the grant. They brainstormed ideas for activities and program for the current grant year.

An anonymous donor talked with Naomi Fisher about donating \$1000 for a summer concert series at the Goldendale Library next summer. He and his wife are talking over the possibilities and Naomi will find out what they decide to do very soon.

### **Tidbits**

The Ridgefield Fiber Arts Sampler program displayed a sampler recently taken to a local antiques store to sell. The proprietor was stunned to see the name of her great-grandmother worked into the sampler, which was completed in 1837 in Pennsylvania. The seller had

purchased it in St. Helens, Oregon, thirty years ago. Both the seller and antiques store proprietor are strong library supports, and they were happy to share this story with library staff.

Many of the libraries have focused on weeding this month. The Collection Development team have been meeting with branch library staff and their visits have been very helpful.

## **FVRL OPERATIONS REPORT**

December 13, 2004

Submitted by: Patty Duitman, Operations Director

### **FACILITIES**



The water feature has been installed at Three Creeks, courtesy of the Friends and Shipp Brothers Landscaping.

The sidewalk replacement at Goldendale is in progress.

Painting of the Battle Ground Library is in progress

The replacement overhead door for Vancouver has arrived at the vendor's and is scheduled for installation next week.

The concrete pad for a storage container at Cascade Park is in place.

### **HUMAN RESOURCES**

#### **Volunteers**

In November our WSU intern made patterns and a numbered list of all FVRL owned die-cut patterns for our branch storytime programs. This was a big project which will be really helpful to our branches.

Thirty volunteers helped with an end-of-the-year Foundation mailing. Our wonderful volunteers were able to complete the nearly 20,000 item mailing in one week's time.

School is in full swing with volunteer groups assisting from Jason Lee, Covington, Wy'East, and Frontier. Many students from all schools, in all three counties, also volunteer at our branches and in our district offices on a regular basis.

# **Foundation Director's Report**

## **Prepared by Rick Smithrud**

### **December 10, 2004**

#### **SWIFT**

The Foundation has received formal confirmation that it has been awarded a grant of \$10,461 from SWIFT. The grant will be used to purchase furniture, equipment and signage for the new La Center Community Library. A special grant awards reception was held on December 8<sup>th</sup> at the Vancouvercenter building. At the reception, grant recipients received their official contracts.

#### **ESD 112—21<sup>st</sup> Century Bridges Grant**

The Foundation has received and signed contracts for funding of after-school reading programs and other literacy initiatives through ESD 112's—21<sup>st</sup> Century Bridges Grant program. The grants are available for the Stevenson and Washougal branches to utilize up to \$5,000 each. At the end of the grant's fiscal year the Foundation will submit receipts and invoices for reimbursement of up to a total of \$10,000 for the two branches.

#### **2005 Friends Fair**

Planning for the 2005 Friends Fair is under way. The event will be held on Saturday, April 30 at the Water Education Resources Center. The Friends of Battle Ground Community Library will be hosting this year's event. Cartoonist Jan Eliot (*Stone Soup*) will be this year's featured speaker during the luncheon program. In addition to being a lifelong fan of libraries, Jan is also a former bookmobile driver.

#### **Holiday Shop**

The Holiday Shop is continuing to operate in downtown Vancouver next to Dulin's. New merchandise is being added every Wednesday. Starting December 9<sup>th</sup>, all merchandise is being discounted 25%. If you haven't stopped by yet, please do. The quality of the merchandise is spectacular and the discount makes everything a bargain. It's a great way to support FVRL Foundation and a number of other local nonprofits. A special thanks to Liz Cebula and Bobbie Klahn who are volunteering at the shop on behalf of FVRL Foundation.

#### **Fabulous Furniture Raffle**

The Foundation is still selling Fabulous Furniture Raffle tickets for \$1 each. The raffle prize is a \$1,000 gift certificate from Koplans Home Furnishings. Funds generated by the furniture raffle will added to the Early Learning Programs Fund. The drawing will be held on Tuesday, December 14 at 5 p.m. in Library Hall at Vancouver Community Library. If you would like to participate by buying or selling raffle tickets, please contact Casandra at 360-699-8846.

#### **End-of-the-Year Mailer**

The Foundation has sent its "Reading is a Very Special Gift" end-of-the-year mailing to 20,000 FVRL service district residents.