



Board of Trustees Meeting Minutes

May 27, 2020 - 5:30 p.m.

Timberland Regional Library
Administrative Service Center
415 Tumwater Blvd. SW
Tumwater, WA 98501

Brenda Hirschi, *President*, Mason County
Bob Hall, *President Elect*, Pacific County
Corby Varness, Grays Harbor County
Brian Zylstra, Lewis County
Hal Blanton, *At Large*, Lewis County
Kathleen Varney, *At Large*, Thurston County

Present Board via Zoom Conference:

Brenda Hirschi, Corby Varness, Hal Blanton, Kathy Varney, Brian Zylstra, Bob Hall (arrival at 5:48 p.m.)

Present Staff via Zoom Conference:

Cheryl Heywood, Eric Lowell, Kendra Jones; Brenda Lane, Andrea Heisel, Rose Enos-Weedmark; recorder

President Brenda Hirschi called the Regular Board Meeting to order at 5:30 p.m.

AGENDA:

1. **Pledge of Allegiance-** Trustee Varness led the Pledge of Allegiance.
2. **Welcome and Board Introductions**
3. **Approval of Agenda**

20-24 – CORBY VARNESS MADE A MOTION TO APPROVE THE TENTATIVE AGENDA AS PRESENTED. BRIAN ZYLSTRA SECONDED. MOTION APPROVED.

4. **Correspondence**

Cheryl shares one correspondence via email from a Jeffrey Paul McMurro from Long Beach on April 22, 2020 titled "Right to Free Speech with Timberland Regional Library."

5. **Public Comments-** None

6. **Board Comments -** None

7. **Executive Director's Report-** Cheryl Heywood

Executive Director highlighted the following items:

- Our online programming, Spring into Reading, began April 6th and ends May 31st.
- Summer Library Program (SLP) begins June 1st and will end August 31st. Staff have been working on promotional videos and publicity for SLP. Many thanks to the SLP Committee led by Jessica Freiberg and Morgan Sohl.
- Administration have been coordinating weekly all staff Zoom meetings with a high of 150 attendees last week. All staff are invited to ask questions to the Admin Team. The meetings are recorded and shared with those who were unable to attend.
- Library Giving Day update, we have had 195 patrons donate over \$12,461.00. Thank you very much.
- Annexation Agreements have been uploaded to the website, TRL.org, under Open Data.
- All five counties are now in Phase 2 of the Governor's Plan with office based businesses to continue teleworking. Libraries are in Phase Three of the Safe Start plan and we are getting ready to open curbside service at that time.



- We are working with our cities' mayors, managers, and public works individuals concerning the CDC cleaning guidelines.
- We are working on many procedures and documentation to prepare staff for curbside service. June 8, 2020 is the target date for some staff to return to the branches and the Service Center dependent on when they have been cleaned. Other staff will continue to telework.

Discussion of Executive Director's Report

Trustee Varney asks if we have a total cost for re-opening.

Cheryl shares that Eric has added budget coding numbers for Covid-19. Staff will need to code items in June for the months of April and May for specific cost details for supplies. Cheryl also shares that we are looking at eligibility for submitting a reimbursement to FEMA. We will know more at the June 17th meeting.

Trustee Zylstra comments about the report from Kendra, he feels using video is a great way to reach out to patrons, he is glad we are doing it and hopes we keep it up. Cheryl adds that the promotional materials are really well done by staff.

Trustee Hirschi shares that she recently learned at the previous day's budget meeting that we share reciprocal agreements with other libraries in the area and can access and borrow digital materials. Trustee Hirschi states that this is a positive since our statistics show that digital material use is increasing, especially during this time frame. Trustee Hirschi also used our Ask Library service, with Erica McCaleb from Yelm, and discovered that Pierce and Sno-Isle libraries are the only libraries you can go in and get a library card to access their digital materials. Trustee Hirschi feels that getting this information out could help many patrons in addition to TRL. Cheryl thanks Trustee Hirschi for sharing and mentions that our TRL newsletter is coming out next week and we could add that information. Cheryl also reiterates that the reciprocal agreements are now on the website under information on how to get a library card. Trustee Hirschi stated that she tried that and found that King County is currently not issuing new cards. Trustee Hirschi states that she would hate to see patrons get discouraged and if we could help show them additional ways to access digital materials.

Trustee Varney commented that she needed to physically go to King County and get a library card to access their materials. Trustee Varney shares that she feels it would be a good idea to share this information because there can be long waiting lines for materials at other libraries.

Trustee Hirschi states to Cheryl that any help we could offer would be really positive.

Trustee Hirschi shares that Erica did a great job helping her and wanted Cheryl to know.

8. Financial Statements & Highlights Report – Eric Lowell

Financial Director highlighted the following items:

- Property Taxes – at the end of April were at 28%; it is 4% lower than the same time last year. Considering that all of the property taxes were extended this year, we will have a better picture in the first week of June 2020. We have currently received \$5,144,340.
- Revenues – currently are at 42%; last year at this time it was 47%; there is about a 5.5% difference between 2019 and 2020.
- Timber Revenue – \$87,824
- Books and Materials – \$171,530
- The rest was minimal activity



Discussion of Finance Report

Trustee Hirschi asks about utilities costs with the buildings being closed and yet the costs are moving along. Are the buildings still being heated even if there is no one in them?

Eric defers the heating question to Brenda Lane however Eric does mention that equipment is still running in the buildings such as the Wi-Fi and this requires some climate control to protect over heating of items.

Brenda confirms that all buildings are running as usual. We have many items on automatic timing systems, fire alarms and there isn't much difference how a building operates occupied vs unoccupied.

Trustee Varney notes that we have full payroll on the budget sheet and Eric confirms.

Trustee Varness asks with tax payments coming in two installments, are we worried about November's tax payments. Eric states that is too early to tell at this time. Eric states that in speaking with other entities that sales tax will be the hardest hit. Eric states he is more worried about next year than this one. Trustee Varness agrees.

Trustee Varney suggests that it is safe to say that we will not have additional revenue this year. Trustee Varness states that Grays Harbor has had additional revenue this year.

Trustee Zylstra states that it appears real estate sales have been up and wondering if that may have an impact. Eric states that real estate sales don't have an impact because the property taxes remain the same. Eric shares that new construction and improvements can bring in additional revenue.

Trustee Varney states that she feels better to safely assume that we are not going to be getting additional revenue, and probably less than previously expected, so we should spend more conservatively.

Trustee Hirschi notes that in salary, we are going to have about 1.2 million extra on a straight line basis, however, we are only in 4 months of the year.

Eric shares that the Technology Fund has had no activity except the transfer last month. Eric shares that we are starting the RFID project and they will see monies spent toward that next month, however the RFID project was originally budgeted at \$400,000 because we were going to be using a company to tag our items. With our staff being able to tag materials with the RFID tags we will be saving approximately \$260,000.

Eric states that unemployment bills us on a quarterly basis and we will see about a \$25,000 dollar expenditure in May as we have three employees on unemployment. We had \$10,000 dollars budgeted to the Unemployment Fund this year, last year we had no unemployment budgeted to this, so we will have to make a budget adjustment at the end of the year for the difference.

Eric states nothing major on the Gift Fund and very little activity on the Building Fund.

Trustee Hirschi asks if the Building Fund has a cut off amount that can be charged. Eric states that items charged to the Building Fund are directly related to the building and generally \$1000 or more such as electrical repair, furniture, etc.

Trustee Hirschi asks how these differ from the General Fund repairs and maintenance. Eric states that items charged to the Building Fund have a long term effect.

Trustee Hirschi asks about the \$100,000 budgeted to Public Services and if it has been reduced for the other libraries that were not budgeted for. Eric explains that the year to date expenditures for Olympia and Lacey will be carried forward when the budget adjustments are made. Lacey's expenditure of \$40,000 is not related to the remodel, it was for other items. The \$100,000 budgeted to Public Services was set aside for looking at possible building refreshers and we may not be using this. During this time,



while the buildings are closed, we decided to take advantage of the opportunity and replace the flooring in Collections at the Service Center. Andrea is streamlining processes to get materials out faster. Eric states that the carpet was in bad shape and a few years previously, Dude Solutions had performed an assessment of all of the buildings that we own. They recommended the entire Service Center flooring be replaced in 2020, however we decided to replace only the Collection flooring at this time.

Trustee Hirschi suggests that we will need a budget amendment on the Building Fund. Eric agrees. Trustee Hirschi clarifies that an amendment will need to be done for the Unemployment Fund and the Building Fund. Eric confirms yes they will need amendment.

Trustee Blanton asks about unemployment fraud and if we have had any new activity. Eric confirms there has been a few and Cheryl states three additional. Eric states that Kandy is working with those individuals.

Trustee Hirschi requests Eric move to the Balance Sheet. Eric states for April in the General Fund is a little over \$11MM, for the Technology Fund it is a little over \$1MM, Unemployment Fund a little over \$300,000, Gift Fund is almost at \$2MM, and the Building Fund is at \$3MM.

Trustee Hirschi notes that if she removes the Gift Fund and assuming everything goes as budgeted and planned, we would have 50% of our revenue in the funds at the end of the year. Trustee Hirschi states she feels we have a healthy fund at this time assuming that the \$5MM stays intact that we will be gradually moving over throughout the year.

9. **Consent Agenda** – Motion for approval

20-25 – BRIAN ZYLSTRA MADE A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED. KATHY VARNEY SECONDED. MOTION APPROVED.

10. Old Business

11. Unfinished Business

a. MyTRL Update – Kendra Jones

We are upgrading our system (SAAS) and unable to enter any new MyTRL accounts at this time because the software is having trouble with the current MyTRL accounts and staff is working on handling the issue.

Kendra wanted to focus on Raymond as Trustee Hall has asked about it in the past. Mary Rulewicz is the lead on the MyTRL project and she will reach out to Raymond specifically however the numbers have gone up, it was previously 23 hits and now it is 1000. Mary and Jessica Freiberg have been working with ESD 113 and encouraging parents, teachers, and students to sign up for our online cards to have access to our digital materials. There is a lot of online cards being used and the number continues to rise. Ryan alerted Kendra that we have had 2,373 online cards issued since we closed. We should have another update in July or August when we will be getting more school districts signed on.

Discussion of MyTRL Update

Trustee Varney requests if Kendra will explain the MyTRL for any audience members that may not be familiar with MyTRL. Kendra explains that MyTRL is an electronic card that allows students in certain districts that have signed on to access our digital materials, books, e-books, and research data bases but they cannot access physical items. There is a parent opt- out option as well.



Trustee Hall asks if ESD 113 uses Skyward. Kendra confirms and states that Skyward has made it easy for us to partner with them.

Trustee Hirschi states that North Mason is not part of ESD 113. Are those students part of MyTRL? Kendra states that those students are part of ESD 114 and are already apart of the program and enrolled in MyTRL. Cheryl states it is the same situation in the Southern part of Pacific County where there is ESD 112. From Cheryl's understanding ESD 112 and ESD 114 have an MOU agreement and work together on projects and this is one of them.

Trustee Varney asks what is the usage and interest in Thurston County schools. Kendra believes Thurston has a better usage but she thinks it is because of a larger population. Tumwater, North Thurston, and Olympia were very early adopters of MyTRL and have heavy buy in due to school librarians. Kendra mentions that Yelm is another school district that has been great. Cheryl adds that the Tenino school district has also joined.

Trustee Hirschi asks Kendra if this helps to explain why we have seen an increase in digital use. Kendra states it's hard to say but she believes that it is probably more due to that fact that it is the only way they can use us now. Trustee Hirschi states that she is looking at it from 2012-2019 in digital requests. Trustee Hirschi asks if we could look at data and make a correlation. Kendra states that we could but she doesn't believe that we can ever know if we can contribute the increase solely to MyTRL. Kendra states that first district signed on in 2014.

12. New Business

- a. June Board Meeting Locations
June 2020 meeting originally scheduled in McCleary.

20-26 KATHY VARNEY MADE A MOTION TO HAVE THE JUNE 17, 2020 REGULAR BOARD MEETING AS A ZOOM MEETING. CORBY VARNES SECONDED. MOTION APPROVED.

- b. Future Work Session

Trustee Hirschi asks if the full Board would like to have work sessions, an example would be a work session to discuss the \$5MM that will be transferred to the Building Fund at the end of 2020.

Discussion on developing a plan of how we will spend the funds to share with the auditor. Trustee Hirschi asks Cheryl if there are other topics that may be discussed at a future work session and Cheryl states that discussing the \$5MM is the biggest one for the Board to consider.

Trustee Zylstra asks how soon we will need to have a work session. Cheryl suggests an in person meeting when the governor's order moves to phase three, possibly sometime in July or August.

Trustee Hall suggests to put it on the June agenda to discuss again.

Trustee Hirschi mentions there is no hurry but Eric advised that while we have time, we shouldn't let it go that we don't have a plan. Trustee Varney asks if there is a previous plan that we can update. Trustee Varness shares that the extra funds came from a readjustment of the beginning fund balance. She shares that we may be able to spend some of that money through committees and that she hopes to be able to have the meeting in person and agrees with Trustee Hall to review and discuss at the June meeting.

13. Committee Reports

- a. Policy Committee – Hal Blanton





i. Social Media Policy

20-27 HAL BLANTON MADE A MOTION TO APPROVE THE SOCIAL MEDIA POLICY AS PRESENTED. BOB HALL SECONDED. MOTION APPROVED.

ii. Public Display Spaces Policy

Combination of Bulletin Board Policy and Public Display Policy

20-28 HAL BLANTON MADE A MOTION TO APPROVE THE PUBLIC DISPLAY SPACES POLICY AS PRESENTED. BRIAN ZYLSTRA SECONDED. MOTION APPROVED.

iii. E-Signature Authority Policy

A new policy and utilizes DocuSign

20-29 HAL BLANTON MADE A MOTION TO APPROVE THE E-SIGNATURE AUTHORITY POLICY AS PRESENTED. CORBY VARNESSE SECONDED. MOTION APPROVED.

iv. E-Signature Authority Resolution

Eric explains that the RCW requires both a policy and resolution and both documents have been reviewed by our attorneys

20-30 HAL BLANTON MADE A MOTION TO APPROVE THE E-SIGNATURE AUTHORITY RESOLUTION 20-003 AS PRESENTED. BRIAN ZYLSTRA SECONDED. MOTION APPROVED.

v. Collection of Materials Policy

20-31 HAL BLANTON MADE A MOTION TO APPROVE THE COLLECTION OF MATERIALS POLICY AS PRESENTED. CORBY VARNESSE SECONDED. MOTION APPROVED.

vi. Epidemic, Pandemic, and Communicable Disease Policy

New policy

20-32 HAL BLANTON MADE A MOTION TO APPROVE THE EPIDEMIC, PANDEMIC, AND COMMUNICABLE DISEASE POLICY. BRENDA HIRSCHI SECONDED.

Discussion on Epidemic, Pandemic, and Communicable Disease Policy

Brenda Lane explains the policy and describes procedure documents that would accompany the policy dependent to the situation.

Trustee Blanton mentions that he believes there needs to be a policy in place before we can re-open according to the governor's direction. Brenda confirms.

Trustee Varney asks how long administrative leave will be granted due to a mandatory closure.

Trustee Blanton explains that this was also a discussion at the Policy Committee meeting and the word 'may' allows the executive director discretion however Cheryl looks for guidance from the



Board if needed.

Trustee Varney suggests that the Board may want to clarify the language in the policy. Cheryl asks Trustee Varney what she would like to see in the policy? Trustee Varney suggests clarification. Trustee Hirschi suggests a phrase added 'in consultation with the Board.' Trustee Varney agrees. Trustee Blanton asks if that will force the executive director to consult with the Board and is that what the Board is aiming for as it may cause a micro-management situation. Trustee Hirschi suggests that emergency leave be the discretion of the executive director and the administrative leave be in consultation with the Board. Trustee Varney adds that no one wants to get involved in the day-to-day operations. Trustee Hirschi suggests we table the policy until June. Trustee Blanton points out that we will need a policy in place before we can re-open as stated by the governors phasing plan. Trustee Blanton suggests we approve as is and can change it next month if we need. Trustee Hall agrees to that suggestion to add it to next month's agenda. Trustee Varney asks if the Board can agree to that phrase inserted. Brenda Lane and Trustee Varness agree to insert the phrase.

20-33 HAL BLANTON MADE A MOTION TO APPROVE THE EPIDEMIC, PANDEMIC, AND COMMUNICABLE DISEASE POLICY WITH THE AMENDMENT TO ADD IN SECTION C 'IN CONSULTATION WITH THE BOARD'. BRENDA HIRSCHI SECONDED.

Roll Call Vote:

Hal Blanton – Aye

Bob Hall – Aye

Corby Varness – Aye

Brian Zylstra – Aye

Kathy Varney – Aye

Brenda Hirschi – Aye

MOTION APPROVED.

vii. Extended Access Hours Policy (EAH)

20-34 HAL BLANTON MADE A MOTION TO APPROVE THE EXTENDED ACCESS HOURS (EAH) POLICY AS PRESENTED. CORBY VARNESS SECONDED.

Discussion of Extended Access Hours (EAH) Policy

Trustee Varney asks if we received feedback from our attorney. Trustee Blanton states yes. Trustee Hirschi reads a statement from our attorney as follows: "It should be noted that a waiver of liability/assumption of risk clause cannot be agreed to by someone under 18. A parent or guardian would have to sign the document."

Trustee Varness defends the age limit of 16 years old. Trustee Varney asks if we wish to go against our attorney's advice.

Cheryl shares that it was requested for the attorney to provide options in writing, this is what Trustee Hirschi read from, however our attorney did seem open to the age of 16 as long as we have provisions. Kendra states that the attorney shared that it is not illegal for us to allow but it



is her job to share all of the pressure points to be aware of. Kendra shares that we are not asking anyone to sign a waiver at this time and doesn't recommend introducing one either. Kendra reiterates that many hours of research has been completed and this is our recommendation to the Board as it will offer the best service to our communities. Trustee Varney asks Kendra where else in Washington State is this done with minors. Kendra states that in Fort Vancouver Regional Library their Yacolt library which has no age limit. Trustee Varness adds that the Yacolt library is completely unstaffed at all times. Trustee Blanton reminds the Board that our insurance is alright with 16 years of age. Trustee Varney states that she cannot vote yes for a minor to be in the building and requests a roll call vote. Trustee Zylstra makes a comment that he feels 16 year olds may utilize the library more than an 18 year old. Trustee Hirschi thinks that the ALA Bill of Rights is referring to open hours, which she feels that EAH is not open hours but something extra. Trustee Hirschi states that our staff do not feel safe in a building unless there are two in the building as a past practice. Allowing unstaffed buildings brings greater risk. Trustee Hirschi also states that she has been to Yacolt where it is an open area residence neighborhood, some of our facilities are not in an open area for observation in case of an emergency. Trustee Varness asks for Cheryl's recommendation. Cheryl recommends age 16.

Roll Call Vote:

Bob Hall – No

Hal Blanton – Aye

Brian Zylstra – Aye

Corby Varness – Aye

Kathy Varney – No

Brenda Hirschi - No

MOTION FAILED.

20-35 BOB HALL MADE A MOTION TO APPROVE THE EXTENDED ACCESS HOURS (EAH) POLICY WITH THE AGE AMENDMENT TO 18 YEARS OF AGE. BRENDA HIRSCHI SECONDED.

Discussion on the Age of 18

Trustee Blanton reminds the Board that we need to take into consideration administration and staff input and they have been firm at a lower age limit. We have to listen to what they are saying. Trustee Blanton realizes risk but also making sure we are accessible to patrons. Trustee Varness agrees and points out that the library is here for availability and accessibility. Trustee Varness states that a library is a safe place for the unrepresented kids in our communities. We are trying to create additional access and in additional buildings.

Roll Call Vote:

Bob Hall – Aye

Hal Blanton – Aye

Corby Varness – No

Brian Zylstra – Aye

Kathy Varney – Aye



Brenda Hirschi – Aye

MOTION APPROVED 5/6.

b. Facilities Committee Report - Kathy Varney

The committee discussed the Raymond library and the Clear Risk report. Raymond is not safe or healthy and will remain closed until the issues can be addressed.

Montesano exterior to be painted, budgeted in 2020 at \$70,000. Flooring in basement completed.

North Mason to be remodeled, budgeted for in 2020 for paint, carpet, etc.

Service Center Collection flooring was not budgeted in 2020 at a cost of \$50,000 and will need a budget amendment.

The committee discussed the pandemic response and the CDC cleaning guidelines. Libraries will not be able to open on days that they are not being cleaned. Cheryl estimates \$68,000 a year to clean the nine TRL owned libraries. We expect an increase to \$200,000 this year for additional cleaning. The city owned libraries, in Cheryl's opinion, will not have the funding to increase their cleaning and will limit days of operation. A potential solution would be a resolution for funding to clean the city libraries to the end of the year. However that raises the question about 2021 and the cities responsibilities and agreements with TRL. Another solution was to add an FTE to clean the TRL owned libraries as opposed to using outside janitorial services. We have received a couple of letters from the city mayors stating they can clean to meet the CDC guidelines but not every day the library is open. We do not have the total cost at this time and will include PPE. It could be well over \$600,000 with additional costs.

RFID update with staff participating in tagging items at a cost savings of \$230,000.

Staff presented alternative service models such as book mobiles, lockers, coffee stands. The question was asked if these alternative models are a Covid-19 related response and Trustee Varney reported it could be or just alternative service models.

Trustee Varney reviewed the city agreements and confirms that they are required to clean the buildings.

Facilities Committee Report Discussion

Cheryl clarifies the RFID savings is actually \$260,000 in savings.

Trustee Varness states that the committee wanted to ask the full Board to consider the possibility of supporting the city libraries daily cleaning by using some of the \$5MM beginning fund balance. Cheryl states that the Tenino library has stated that they do not want the responsibility of cleaning for the library during the pandemic which goes counter to the Annexation Agreement. Trustee Varney points out that each library would be open on the days they were able to clean and not a total closure. Trustee Varness points out except for Tenino if they refuse to clean at all. Trustee Varness suggests maybe we could match the city a portion for additional cleaning days. Trustee Varness shared that we just wanted to bring it to the Board's attention for support to some of our cities and communities. The idea of bringing in another FTE could be a cost savings. Cheryl adds that an FTE could also provide more consistent cleaning. Trustee Varney questions the fairness of taxpayers taking on the burden of cities that don't have the funding and who's to say they all will say they can't afford it. Trustee Hall doesn't agree that we take the full burden and it may mean some libraries will be open less and CDC guidelines may change. Trustee Varney asks if we walk away from the agreements, which haven't been revised in some time, are opening the door to



doing this again. Trustee Varness states that we aren't walking away from the agreements, we are saying that we are offering our cities, in this time of a pandemic, a bit of a grace note. Brenda Lane clarifies that in the agreements there is nothing that states how many days they agree to clean a building, it is our insurance company requesting it and we have no real way of holding the city accountable. Our insurance is stating that in order to have staff safe in a building it must be cleaning the days it is occupied. Brenda states that she is already receiving pushback from cities. Trustee Hirschi states that if we start this we will be setting a precedent. Trustee Hirschi also mentions that the alternative service methods could benefit Mason County since they have the lowest open hours in all of the five counties. Trustee Hirschi states that if the Board agrees to some amount of money from June to December, the Board is setting a past precedent that we created. Trustee Varness asks if a city can't afford to clean is the Board ok with a library being open one a day a week. Trustee Varney states that she believes the tax payers of Thurston County would not be ok with supplementing a cleaning budget of a city that has an agreement in place for janitorial services. She also states that being open one day a week is better than no days that we have been open. Trustee Varney also suggests that the individual city tax payers need to discuss the options with their city if they want their library open more. Brenda Lane is hoping that the cleaning standards will be lowered but we are thinking of our staff. We have been working with the union to start opening and closing procedures that staff can do to help with some of the surface cleaning more often. Brenda states that she hopes the Board can assist us in finding a solution. Cheryl suggests we still have time to think about this and everyone has very valid points. Cheryl cautions that this may get worse as the year progresses.

c. **Budget Committee Report -Brian Zylstra**

Discussion on the library statistical summaries.

An update by Eric on the 2019 and 2020 FTE actual averages. 2019 actual FTE was 221.3 with an average cost of \$73,830. On a straight line basis the first three months of 2020 would result in 229.37 FTE with an average cost of \$73,845; a \$15 difference.

Andrea answered collection questions from Trustee Hirschi, provided in the board packet.

Discussion on Covid-19 supplies and custodial services.

Eric provided an update on April/May revenue. Last year, 2019, at this time we had received 47% of our overall revenue. This year, 2020, we have received 42.06% of our overall revenue, a difference of 5.43%.

The committee discussed the Retirement Incentive draft, having approximately 42 staff that are over the age of 62. The union and supervisors were ok with the incentive.

Budget Committee Report Discussion

Trustee Hirschi commented and thanked Cheryl on the statistical summary that it was very informative and helpful. Cheryl shares that the statistical work was completed by Ryan Williams to provide data driven decisions with our new software.

14. Final Board Comments

Trustee Hall stated when he first came on the Board he was taught to clarify your opinion vs the opinion of the board and shared a recent email for example.





Trustee Varness comments that when she first came on the Board she was taught that you speak as a board for the entire TRL district and not any one county and hopes we don't stray from that to be an effective Board.

Trustee Varney wanted to be sure to have staff feel that they are valued however it is Cheryl and Brenda's responsibility to consider staff first and the Board's responsibility first to look at the budget and policies that govern.

Trustee Hirschi states that she could have been careful in her wording however the email was addressed to herself and two other Board members. The comment that Trustee Hall stated at the last meeting concerning whether the Board Chair has the authority to contact our attorney is not in the Bylaws.

Trustee Hirschi states that she discovered that Mason County tax payers pay based on population for the Service Center costs. However open hours are not based on population. Trustee Hirschi states that the status quo is working for the other counties and is why the Capitol Facilities Plan had such a blow up because of the status quo and past practice. Trustee Hirschi states that she would like to see the Board start talking about how we move Timberland forward. How do we have a nice library in Northern Pacific County, and also Lewis County, improve the conditions for Winlock and Mt. View. Trustee Hirschi states that she is not here every meeting fighting for Mason County she just wants equity and fairness throughout the TRL district.

15. Future Agenda Items – None.

16. Executive Session pursuant to RCW 42.30.110, or requested or needed – None.

17. Adjournment at 7:48 p.m.

