

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
REGULAR MEETING, JANUARY 10, 2007**

CALL TO ORDER

Chair Allen Rose called to order the regular meeting of the Pierce County Rural Library District Board of Trustees on January 10, 2007, 3:31 pm. Board members present were Paul Chasco, Eugene Matsusaka, J.J. McCament and Budd Wagner.

PUBLIC COMMENT

No public comment.

CONSENT AGENDA

1. Minutes of the December 13, 2006 Regular Meeting of the Board of Trustees
2. Minutes of the December 27, 2006 Special Meeting of the Board of Trustees
3. December 2006 Payroll, Benefits and Vouchers in the total amount of \$1,632,564.23.
 - a. Payroll Warrants 2425 - 2432 dated 12/06/06 – 12/21/06 in the amount of \$3,911.24
 - b. Payroll Disbursement Voucher dated 12/06/06 in the amount of \$368,494.43
 - c. Payroll Disbursement Voucher dated 12/21/06 in the amount of \$365,681.30
 - d. Accounts Payable Warrants: 515973 - 516302 dated 12/01/06 – 12/29/06, in the amount of \$894,477.26
4. Renewal of Sonitrol Security Services Agreement

Ms. McCament moved for adoption of the Consent Agenda. Mr. Chasco seconded the motion and it was approved.

BOARD MEMBER REPORTS

Ms. McCament: Ms. McCament wished to compliment PCLS staff on the tremendous outreach to the community. She stated that while reviewing the Board packet, she was impressed by the many reports of community outreach that regularly occur.

Mr. Matsusaka: Mr. Matsusaka had a question related to the Sonitrol security system, asking how often Sonitrol had to respond to incidents. Mr. McCarty stated that one of the benefits to the Sonitrol system is that through the use of microphones, the firm is able to hear things that may be of concern. When such an event happens, library staff are contacted immediately. In response to a question how many break-ins have occurred, Mr. McCarty noted that in recent memory there had been only one and it happened at the Graham branch.

Chair Rose: He stated he was particularly impressed with the amount of outreach to children and teens.

OFFICER REPORTS

American Library Association (ALA) Mid-Winter Conference: Ms. Parikh reminded the Board that ALA Mid-Winter conference would be held in Seattle in two weeks. She offered Minutes of January 10, 2007 Regular Meeting

exhibit passes to the Board members. Mr. Chasco stated that although he was registered for the conference, he would like an extra exhibit pass. Mr. Matsusaka requested two passes. Ms. Parikh reported that PCLS would have a recruitment booth at the conference. Mary Getchell described the portable traveling stand-up display that will be used at the booth and for future events.

Lobby Redesign: In response to a question, Ms. Getchell reviewed the redesign of the Processing and Administrative Center lobby area to make it more customer-oriented and welcoming. She will be looking at the lobbies of branches in order to create the same effect and better tell the story of PCLS. Ms. Parikh noted that all free publications would be removed from the lobby area. She shared information on the current location of all such publications in specific branches.

Puyallup Library Reciprocal Agreement: Ms. Parikh reported that as of this date, PCLS had issued 10 non-resident cards to Puyallup residents and Puyallup Library had issued 259 cards to PCLS patrons. PCLS and Puyallup issued joint press releases and communications about the reciprocal agreement. They had hoped to send information home with students of the Puyallup School District, however, the school district doesn't allow such distributions. At a meeting of the Early Learning Council, Judy Nelson received very positive comments about the reciprocal borrowing agreement.

Art Passes: Ms. Parikh reported that 1,086 Tacoma Art Museum art passes were checked out in the past year. 669 of the Children's Museum passes have been checked out since July 2006.

Future Search Conference: Ms. Parikh will be attending the Future Search Conference of the Washington State Library and she invited a Board Member to attend as well. Mr. Chasco and Mr. Matsusaka are interested in participating.

Social Networking: Ms. McCament expressed her interest in discussing the topic of social networking at a study session.

Recessed Monitors: Ms. Parikh reviewed the progress of the plan to install recessed monitors at branches. As more computers are added, they will be installed as recessed monitors. Recessed monitors are used to reduce inadvertent viewing and offer more privacy to patrons using the Internet. Mr. Wagner asked how many of the non-recessed monitors remain prone to inadvertent viewing. Mr. Kennicott noted that the ones that are obvious have already been changed to recessed. Mr. Wagner expressed his concern that side-by-side non-recessed computers are a risk and he would like to see a specific plan to change all over to recessed, including numbers and budget implications. Ms. Parikh stated that the library is developing an active plan to increase computers to be implemented in a year's time and would increase recessed monitors.

2007 Published Budget: Cliff Jo distributed the final 2007 Budget of Estimated Expenditures and Revenue.

UNFINISHED BUSINESS

1. University Place Project Update: Ms. Parikh noted that the University Place Open House is scheduled for this evening and she was looking forward to the discussion with the community about what they'd like to see in the new branch. She also reported that the City of University Place informed the library that it had received auditor's approval for its funding plan to purchase the new library for the library system.

Ms. Parikh distributed a proposed new timeline for the condo project. The city is trying to take all the dates from the library agreement and press those dates on the developer. The developer needed some flexibility in the timeline. Ms. McCament stated that she felt the new timeline is reasonable and allows time for quality construction and that if the developer met performance standards rather than hard date deadlines, it should be satisfactory. A new library development agreement is being drafted which incorporates the new deadlines and performance standards. Mr. Wagner expressed concern that the 18-month time period between issuance of building permit and completed construction was too lengthy. Ms. McCament also hoped that the schedule could be tightened up. This is an unusual position for a developer and potentially could make it difficult for the developer to get funding for the rest of the mixed-use building. At the proposed library site, the city plans to demolish buildings this summer, take fill out and build the street behind the library condo. The city has scheduled a public hearing on the Town Center project on January 22nd.

2. Levy Implementation Update: Georgia Lomax reported that levy implementation is right on schedule. Interviews are underway for Branch Assistant II and page positions. 236 people went through the hiring fair process for 17 positions. 90 people are being interviewed (27 of whom are staff). Selections will be made by the end of this week. In line with the balanced scorecard, the library is looking for candidates who will meet both current and future needs and are customer focused, have good judgment, who will be successful and adaptable to the changing face of the library. PCLS will be recruiting for librarians during ALA and hopes to conduct some screening interviews there. Ms. Parikh noted that this is the first time PCLS has recruited at a professional conference.

New services will be debuting on January 17th. Both new and additional resources and materials will be available. 481 copies of 125 playaway titles will be available (481 copies) at 5 branches in the Books To Go kiosks. Funds are allocated to purchase additional titles if playaways prove to be popular. Publicity is underway to advertise the new materials and additional open hours.

Mr. Chasco asked if the library conducted criminal background checks on prospective employees. Ms. Gorski noted that background checks are done through the Washington State Patrol but only Washington State records are checked. Mr. Chasco and Mr. Rose indicated they wished for a broader, nationwide criminal background check process.

3. Non-Resident Fee Policy: The board reviewed a revision to the non-resident fee policy to determine a 3-year or 5-year phasing of the large increase due to the successful levy lid lift. The revision also changes the non-resident fee formula from number of individuals in an average family number to the numbers of an average household. Ms. McCament stated that she views the issue as equity for the taxpayer, so she will be voting for the 3-year phase-in.

Mr. Chasco moved for approval of the revised non-resident policy with a 3-year phase in. Ms. McCament seconded the motion and it was opened for discussion.

Mr. Matsusaka stated that he didn't like the 3-year phase-in and feels that the fee will be out of the reach for some residents who want to use the library. His preference would be to eliminate a non-resident fee, but for purposes of this discussion, he supports the 5-year phase in. He also stated his preference for an arbitrary fee rather than a specific formula. Mr. Wagner noted that there are fixed-income property taxpayers who are getting the increase in taxes due to the levy in one year. It was noted that the non-resident fee only applies to residents of the cities of Tacoma and Roy. Mr. Chasco noted that the library should be sensitive to state auditing requirements and a reduction of the fee could be considered a violation of public credit or lending public credit.

Chair Rose called for the question. The motion was adopted with three voting yes and two voting no.

NEW BUSINESS

1. 2007 Board Calendar of Work: The Board was previously sent a calendar of work for 2007. The calendar contains routine board topics. Ms. Parikh asked if there were topics Board members would like to add to the calendar. The Board added two: a wage and classification study and a capital improvement plan as possible study session topics. Board members also expressed interest in attending the social web literacy training sessions for parents on computers. David Kennicott will let them know when the staff workshops are scheduled so they can participate in the training.

2. Hennen's American Public Library Ratings Report (HAPLR): The Board reviewed the 2006 Hennen report, noting that it was based on 2004 data. Ms. Parikh noted that the report validates the strengths and weaknesses of the library system. Chair Rose stated that the weaknesses relate to funding limitations and the strengths show that the library is maximizing its revenue. PCLS will soon bump up in the higher population category and with the levy lid lift, should receive a higher rate in its low categories, although the increases won't be reflected until 2007 data is used in the 2009 report. Currently, Pierce County Library System ranks 17 out of 96 libraries in the 100,000+ population category.

3. Reappointment to the Board of Trustees: Mr. Wagner moved that J.J. McCament's name be submitted for reappointment for a 5-year term on the Board of Trustees. Mr. Matsusaka seconded the motion and it passed.

EXECUTIVE SESSION

At 5:03 pm, Mr. Chasco moved to convene into Executive Session to discuss labor negotiations. Ms. McCament seconded the motion and it was passed. Chair Rose announced the executive session would last approximately 30 minutes. The Board moved back into open session at 5:34 pm.

ANNOUNCEMENT

There were no announcements

ADJOURNMENT

By motion, Mr. Wagner, seconded by Mr. Matsusaka, adjourned the meeting at 5:35 pm.

Secretary

Chair