

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
REGULAR MEETING, MARCH 14, 2007**

CALL TO ORDER

Chair Allen Rose called to order the regular meeting of the Pierce County Rural Library District Board of Trustees on March 14, 2007, 3:41 pm. Board members present were Paul Chasco, Eugene Matsusaka, J.J. McCament and Budd Wagner.

PUBLIC COMMENT

Chair Rose opened the Public Comment period. Marilyn Smoak, Lorianne Callison and Harlan Zinck were signed up to speak. Chair Rose called on Ms. Smoak, who conceded her time to Mr. Zinck. Chair Rose called on Ms. Callison, who also conceded her time to Mr. Zinck.

Mr. Zinck introduced himself as a PCLS staff member working at the Sumner branch. He stated that he was speaking on his own behalf as a library supporting taxpayer and, more importantly, on behalf of Local 3787 of the Washington State Council of County and City Employees, AFSCME. He wished specifically to speak to recent contract negotiations between the union and the library system. He spoke to his belief that the levy lid ballot issue was successful due to the good service provided by library staff members and further, that the public felt that staff members should financially benefit from the passage.

Regarding negotiations, he spoke to the library's denial of the union's request for a 100% cost of living increase and time and one-half pay for Sunday hours. The library offered a 90% cost of living increase and time and one-quarter pay. He noted that the library has spent thousands of dollars hiring new staff, purchasing new materials and services and yet was coldly ungrateful to their own staff when asking for a reasonable and affordable wage increase. In addition, the request for time and one-half pay for Sunday hours is comparable to the neighboring library systems of King County Library and Timberland Regional Library.

A copy of Mr. Zinck's complete statement is included in the Official Minutes of the meeting.

CONSENT AGENDA

1. Minutes of the February 21, 2007 Regular Meeting of the Board of Trustees
2. February 2007 Payroll, Benefits and Vouchers in the total amount of \$1,593,261.35
 - a. Payroll Warrants 2444 - 2457 dated 02/06/07 – 02/21/07 in the amount of \$3,741.05
 - b. Payroll Disbursement Voucher dated 02/06/07 in the amount of \$406,398.41
 - c. Payroll Disbursement Voucher dated 02/21/07 in the amount of \$376,283.86
 - d. Accounts Payable Warrants: 516619 - 516937 dated 02/01/07 – 02/26/07, in the amount of \$806,838.03
3. University Place Library, Basic Architectural Contract: Additional Service Request for Project Re-Start

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

BOARD MEMBER REPORTS

Gene Matsusaka: Mr. Matsusaka noted that in comment sheets to Puyallup Public Library, PCLS patrons had expressed their pleasure in the board selection at Puyallup Public Library. Ms. Parikh commented on the extensive DVD and audio-visual collection at Puyallup Public Library. He asked if PCLS needed to review it's DVD collection? Ms. Lomax responded that PCLS would be doing a collection analysis next year. She also remarked that Puyallup Public Library spends a higher percentage of their budget on audio-visual materials than does PCLS.

Paul Chaso: Mr. Chasco complemented staff for the response to the request for re-evaluation of "First Comes Love: All about the Birds and the Bees- and Alligators, Possums and People, Too". He also found interesting the PCLS patron comments about the audio-visual collection at Puyallup Public Library. He would like to see a comparison of items from the PCLS branches closest to Puyallup. He noted that the Board Calendar of Work for April 11th is empty and suggested that the time be used for a specific topic, such as is done in a study session. He stated that the new Library Services brochures was one of the best pieces he had ever seen.

Allen Rose: Mr. Rose participated in the Library Legislative Day and spoke to several legislators and aides. The principal topic was to ask for support for the six-year lid lift. He also responded to questions related reciprocal borrowing with Tacoma Public Library. He was pleased by the number of Tacoma legislators and aides that had heard about the new downloadable books service available at PCLS.

J.J. McCament: Ms. McCament reported that she had attended a meeting of the Pierce County Council and her reappointment resolution was approved. She used the opportunity to thank the council for their support of the library system and briefly discuss new resources and enhanced services provided due to the levy lid lift funding.

OFFICER REPORTS

League of Women Voters Study: Ms. Parikh reported that in April, the League of Women Voters would release a report on library services in Pierce County.

Improvements to Online Catalog: Previously, focus groups were held to learn about concerns with the online catalog. The concerns raised were addressed during the project to improve the catalog. Focus group members will be contacted to learn their reactions to the improvements.

Wage and Classification Study: A RFQ for a wage and classification study has been released. In response to concerns expressed by vendors, the timeline for completion of the study was extended to October 2007.

EXECUTIVE SESSION

At 4:04 pm, Mr. Chasco moved to convene into Executive Session to discuss a potential liability issue. Mr. Matsusaka 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 4:40 pm

UNFINISHED BUSINESS

1. University Place Project Update: Ms. Parikh reported that the Foundation is establishing a committee to guide a feasibility study for a capital campaign for the new University Place. Ruth

Ann Reim-McCaffree and Steven Smith have agreed to co-chair the committee. Paul Chasco has agreed to act as Board representative on the committee.

Georgia Lomax, Larry McCarty and Neel participated in a two-day charette related to design of the new University Place library and participants agreed upon on footprint for the building.

Regarding the Town Center project, an agreement with the developer has not yet been signed by the city. It is hoped that a draft will be presented to the city county on March 26th and approved at the council's March 28th meeting. If that date is not met, the agreement will be approved the end of April. The agreement relates only for the Town Center and does not include library building. The library would be built by the developer and purchased by the city. The PCLS attorney, Bill Holt, has revised the library agreement and sent to the city for review. There are three particular issues to be settled: expansion space, a specified design build process and how it affects the timeline, and the developer's desire to have the budget for the building. The library wishes to retain control of the tenant improvements (TI) and the TI budget. The city and developer would control the budget for the rest of the building. It is hoped the Board will have the agreement for review at the April meeting. In response to a question about concerns, Ms. McCament said that areas to watch closely would be the schedule and the impact of the developer agreement on the library.

2. Levy Implementation Update: Ms. Lomax reported that work continues on hiring new staff and implementation of new services, such as Video On-Demand. In response to a question related to recommended reading on the public website and creating unrealistic expectations, Ms. Lomax noted that the library tries to introduce books to patrons that may not have been as well advertised as bestsellers. In addition, selectors receive 'purchase alerts' from the Polaris computer system when a hold-to-availability ratio has been reached, often initiating the purchase of additional copies. She reported that Podcasts are now available from the website, such as book reviews, Storytimes for adults and information about early learning.

3. 2007 Legislation Relating to Libraries: Ms. Parikh also attended Library Legislative Day and reiterated that the 6-year lid lift issue was the priority topic. She shared a letter received from the Chair of a committee considering SB 5522, which relates to annexation by cities of areas within library districts. Although Ms. Parikh had signed up to testify against the bill, she was not allowed to speak. The Chair sent Ms. Parikh a letter of apology and explained why she had not been allowed to give testimony. Recently, the legislation was changed to apply only to King County as it initial concern related to an annexation situation with the City of Renton. She noted it was a bad precedent for library districts. She reported on the current status of SB 5498, the 6-year levy lid lift bill. Sen. Zarella added an amendment to SB 5498, reinstating I-747. There are now 4 amendments to the bill on the floor. Republicans want to get it out and Democrats don't want to vote to reinstate 747. It looks bad to pass in this session.

NEW BUSINESS

1. Balanced Scorecard: 2006 Report: Ms. Parikh reported on the activities of the first full year of working with the Balanced Scorecard. She reviewed the process used to create objectives and targets within the framework of the Balanced Scorecard. The initial work has been to solidify definitions, set targets, create initiatives to meet targets and set measures. The first thing noticed was that there were too many measures and some that were not outcome oriented. Because baseline numbers weren't available, as there not good 'industry standard measures, there weren't many targets. The Balanced Scorecard was further refined and departmental scorecards were developed, with specific measures and initiatives for their department.

Ms. Parikh reviewed specific elements of the Balanced Scorecard noting:

- The library's capability to use technology and meet technological demands is critical.
- A measure of 'invest in the infrastructure' has been set.
- A number of new measures related to 'develop employees' have been set.
- A public survey related to 'is the library customer focused, are people aware of our services and to evaluate the collection' will be undertaken.
- An internal survey will be conducted to evaluate working environment, communications and internal customer service.

3. HR/Financial System Project: Cliff and a consultant from Robert Half Consulting spoke to the Board on the analysis of financial system products. The cost of ownership of the existing system is project at \$1.3 million in a ten-year span and the system has experienced a number of problems. The analysis looked at specific needs of the library system, researched vendors, organized presentations and hands-on evaluation and conducted reference checks. The analysis concluded that significantly better products exist and are considerably less expensive to operate. In the original request to replace the system, \$130,000 was allocated for the project from the Capital Improvements fund. Mr. Jo asked the Board to increase that amount to \$230,000 to ensure the library receives the products it needs best to do its HR, payroll and financial system responsibilities. Included in that cost is significant training and consulting. Once Bi-Tech is terminated, he expects a 2008 net savings of \$60,000. Eliminating the Catalog Enhancement project would offset the \$100,000 project budget increase. The online catalog review committee recommended continuing with Polaris PowerPac and initial responses to the recent upgrade have been very positive.

Ms. McCament moved to eliminate the catalog enhancement project and transfer the \$100,000 allocation to the HR/Financial System project. Mr. Matsusaka seconded the motion and it passed.

ANNOUNCEMENT

There were no announcements.

ADJOURNMENT

The meeting was adjourned at 5:50 pm, by motion from Mr. Chasco and seconded by Mr. Matsusaka.

Secretary

Chair