

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
REGULAR MEETING, MARCH 11, 2009**

CALL TO ORDER

Vice-Chair Eugene Matsusaka called to order the regular meeting of the Pierce County Rural Library District Board of Trustees on March 11, 2009, 3:37 pm. Board members present were J.J. McCament, Allen Rose and Budd Wagner.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

1. Minutes of the February 11, 2009 Regular Meeting of the Board of Trustees
2. February 2009 Payroll, Benefits and Vouchers in the total amount of \$2,113,101.29
 - a. Payroll Warrants 2773 - 2788 dated 02/01/09 – 02/28/09 in the amount of \$5,427.27
 - b. Payroll Disbursement Voucher dated 02/06/09 n the amount of \$597,247.24
 - c. Payroll Disbursement Voucher dated 02/20/09 in the amount of \$541,824.27
 - d. Accounts Payable Warrants: 606096 - 606433 dated 02/01/09- 02/28/09 in the amount of \$968,602.51
3. Resolution 2009-02, Declare Furnishings and Equipment Surplus to Public Service Needs

Ms. McCament moved for approval of the consent agenda. Mr. Rose seconded the motion and it was passed.

BOARD MEMBER REPORTS

There were no reports.

OFFICER REPORTS

David Durant: Neel Parikh was pleased to introduce David Durant, the new Managing Librarian of Graham branch library. Mr. Durant was previously a Youth Services librarian with PCLS.

Legislation: Ms. Parikh reported that March 12th was the cutoff date to get proposed legislation out of the houses. A bill of interest is HB 2075, a bill which applies sales tax to licenses for digital material. At this point, the bill exempts those who provide access to the material for free. Members of the legislature will hold town meetings with their constituents to discuss proposed budget cuts. Library Legislative Day was cancelled as it is scheduled for the same day as many of the town hall meetings.

Ms. Parikh also reported that there were three categories in the federal stimulus package funding that relate to libraries – broadband access, seniors, rural facilities program.

NEW BUSINESS

1. **Resignation of Paul Chasco:** Ms. Parikh reported that Paul Chasco, Chair of the Board of Trustees, has tendered his resignation. She recommended that the Board seek an eastern Pierce County representative to fill the vacancy as that region is not currently represented on the Board. The Board reviewed the process to fill the vacancy and Mr. Wagner and Mr. Matsusaka agreed to serve as Board representatives on the citizen interview panel.

It was noted that Mr. Chasco's term would have expired in August 2009. The new Board member should be appointed for a five-year term rather than just the few remaining months of Mr. Chasco's term. Ms. Parikh will speak to the Pierce County Executive's Office about this issue.

Ms. McCament moved to accept the resignation of Paul Chasco, with regret. Mr. Wagner seconded the motion and it was passed.

As Mr. Chasco had been serving as Board Chair, it was necessary to appoint new officers. Eugene Matsusaka was selected as Chair by unanimous vote. JJ McCament was selected as Vice-Chair by unanimous vote.

UNFINISHED BUSINESS

1. **Facilities Master Plan:** The Facilities Master Plan committee met and took a first look at possible recommendations. An interim report will be completed in April.

Community Meetings: Mary Getchell reported that there were 17 community meetings, including one in the Fredericksen area, with a total of 153 attendees. The meetings generated excellent suggestions and feedback. A community gathering place was a constant theme in all the meetings as well as a desire for more materials. Other high interest items included separation of noisy and quiet areas, more available seating and a larger branch size. Community meetings in 16 locations will be held in May to introduce draft recommendations for a Facilities Master Plan.

Strategic Vision Workshop: Ms. Parikh noted that it was very exciting to have so many people talking about the library in a big picture view. She has been meeting with representatives of agencies that were unable to attend the workshop: the superintendent of the Puyallup School District and Director of the Tacoma Art Museum and a planned meeting with the Puyallup Tribe. She hopes to have some follow-up meeting with the director of the Tacoma-Pierce County Health Department. At the invitation of Mayor Ron Lucas, she recently spoke to the Pierce County Mayors group about the facilities master planning process and answered questions.

Ms. Parikh also noted that there were a lot of interesting and stimulating ideas generated during the session and asked the Board to discuss what ideas or concepts they would wish to know more about, what questions they might have, what intrigued them, and what topics might they like to discuss in the future?

Ms. McCament: She felt it was an exceptional process and that the library really got its money worth from the consultants. She expressed interest in physical and technical delivery methods. During the workshop, she asked a student if the adults were describing things that a youth or teen would really want, and he answered no. He had been very active in the library but now that he has a car and is 16, he is not as active. She stated that we shouldn't take for granted that we know what teens want, but we need to find a way to get feedback from them. Judy Nelson noted that it is important to listen with no preconceptions.

Mr. Wagner: He thought the facilitation was excellent and process steps very engaging. Although he didn't come out with any large new ah ha ideas, it was confirmation of ideas that the Board has been discussing. He noted that it was great to have such interaction, sharing great ideas for perceived problems.

Mr. Rose: He stated that it was a good cross section of ideas and particularly grounded in reality. Lots of the people had a great perspective because they operate facilities and deal with operating budgets. There was a great exchange of ideas.

Mr. Matsusaka: He was encouraged that all the people thought that the library is important to the community. He felt that Ron Sher's comments about community gathering places fit into the future of libraries. He thought it was interesting that there was a lot of discussion in his group about charging fees for services.

Joan Frye Williams and George Needham will be making a presentation to the Board in April and Ms. Parikh asked what topics or issues the Board would like to hear about and discuss.

Ms. McCament said she would like to see the facilities master plan boiled down to 5 or 6 guiding principles.

Mr. Wagner stated that the Board's role in governance is to determine "What is the compelling future for the library and its constituents?". That is the story the library will be telling in the community. Principles are guideposts to go from here to there. What is it and how do we know? He is also interested in 'best practices' and would like to hear things that are deliberate planning, such as a quiet zone and a noisy zone. Ms. McCament is also interested in discussing generational issues.

City of Lakewood: Ms. Parikh and Georgia Lomax met with representatives of the city of Lakewood and owner representatives of buildings east and west of Lakewood city hall. City Administrator, Andrew Niedtitz is interested in exploring the synergy of having the library in the former Safeway building on the west side of city hall. Ms. Parikh noted that if the library had funding, it would be good to secure the property. However, there is no funding.

Ms. Lomax, Lorie Erickson and consultants toured the facility at a later date. The Department of Social and Health Services and a transit center are adjacent. Ms. Lomax noted that the building has good potential as a library site. Ms. Erickson noted that the consultants recommend a 50,000 sq. ft. facility for the area and although the building is only 41,000, the developer said there is an adjacent parcel of 9,000 sq. ft., there is potential to grow to 50,000 sq. ft. and to expand to 500 parking spaces. Ms. Erickson concurred that there is a lot of potential for the direction we want to go in the future and the location is excellent. Ms. Lomax noted that one of the concerns is that the building would need to be remodeled in such a way to turn it into an attractive facility.

Key Peninsula: Ms. Parikh reported that the library has received some inquiries from Key Center residents about the possible relocation of the Key Center branch. These questions have come up due to discussions in the community regarding the Facilities Master Plan. The Peninsula Managing Librarian is attending community meetings to discuss the planning process and assure residents that no decision have been made.

2. City of Fife: A meeting was held with Steve Worthington, Fife City Manager to discuss an annexation agreement between the city and library. Ms. Parikh reviewed the process:

- The Board of Trustees approves an annexation agreement between the library and the City of Fife.
- The city council approves the agreement and sets a date for a public hearing. (March 28th)
- A public hearing is held and the Fife City Council votes to put an annexation issue on the ballot.
- If the city council approves sending the issue to the ballot, the library then passes a resolution concurring with the annexation request.
- By ordinance, the City requests that the Pierce County Council set an election date for the annexation issue. It is planned that the issue would go to voters in November.

If Fife voters approve the annexation, the library would immediately issue free library cards to Fife residents. In 2010, the library will provide Interim library service through mobile and branch services. A branch would open in Fife in June 2011.

Ms. Parikh reviewed agreement conditions by the City of Fife:

- The size of the leased space would be 6,000 sq. ft. rather than 5,000 sq. ft.
- The permanent facility would be a 6,500 sq. ft. facility rather than 6,000 sq. ft.
- The opening date of the facility would be June 2011.

Ms. Parikh recommended that the Board accept the conditions. The sizes of the leased and permanent facilities are in line with the expected recommendations of the Facilities Master Plan. She distributed copies of a proposed agreement between the city of Fife and the library district.

Mr. Rose recommended that language be included in the contract that the 6,000 sq. ft. should be subject to availability of suitable space. Ms. Parikh will include the language. There is some question that a leased facility that size would be available in Fife.

Ms. Parikh also reported that the Puyallup Public Library will stop issuing non-resident cards to Fife residents in 2010. There is no guarantee that if Fife is annexed, Puyallup will include Fife residents in the reciprocal borrowing agreement.

Clifford Jo spoke to the question of financially supporting a Fife branch. He noted that the delay actually improves the financial situation as the Fife assessment rate and library mill rate has increased. The revenue increase would be about \$114,000 over last year. However, expenditures would be higher as it's a larger facility. Start up costs would go from \$1.2 million to \$1.4 million. Revenue from Fife is less than the out of pocket expenditures from the library until 2018 because the library will be paying back the councilmatic bonds it used to open the facility. Ms. McCament stressed the Fife City Council be aware that the library is making a significant commitment to the city and will be carrying a negative balance until 2018.

Mr. Rose moved to approve the annexation agreement regarding library service, subject to the modifications of the suitable space availability provision and review of the agreement by the library's attorney. Ms. McCament seconded the motion and it passed.

3. University Place Project: Lorie Erickson reported that installation of metal decking and steel continues. The parking garage should be completed on May 20th. Work on Market Square began March 1st. The topping off ceremony has been scheduled for April 27th, 10:00 am, with a beam available for signing by the library.

1st Amendment to Amended and Restated Library Development Agreement: Attorney Bill Holt was present for the discussion. Ms. Parikh reported that although the Board had approved the agreement at its February meeting, the University Place City Council did not approve it. The council asked for revisions to the section dealing with offensive noise and odors and asked that the dollar amount of Ms. Erickson's salary be included in the appropriate provision. Ms. Parikh reported that Ms. Erickson's hourly wage will be included, but it will not include benefit costs.

Mr. Holt referred to Section 7.2.4.1, paragraph 6, which discusses covenants for the whole development and specifically references noise and odors outside the immediate area. The condo documents or operating agreement will deal with specific issues such as noise and odor and use of the atrium. The city included the words "and/or atrium" and directed notice to be given to the library when a special event would be held in the atrium. The Library wants to have the right to approve uses of the atrium. The Library made a revision to delete this language and modify 8.7 that sets forth standards and procedures for use of the atrium, the role of the library in the decision about events in the atrium and methods to handle disputes. The agreement will be before the City Council on March 23rd.

JJ asked if the library would have the right to use the atrium for events, as the agreement only refers to the library's ability to object to the city's use of the common area. Mr. Holt said that library's use of the atrium has not been discussed, although he is envisioning it as being a common area. Ms. Parikh has stated to the city that the library is a partner in the building and should be partners in use of the space. The library is a co-owner of the facility, not a tenant.

Mr. Rose move to approve the 1st amendment to amended and restated library development agreement as presented this date and include the dollar amount of the wage only for the Facilities Manager. Mr. Wagner seconded the motion and it passed.

Capital Campaign: Lynne Hoffman, Development Director, reported that the capital campaign committee met and discussed how to have an open ended conversation with friends and community members about the progress on the facility. Neel will be meeting with the "Ladies Who Lunch" group about the project. Ms. Hoffman noted that it is difficult to ask for donations when the project is not yet stabilized. It is hoped that University Place residents will act as advocates for the library in their community.

NEW BUSINESS CONTINUED

2. Library Journal Index of Public Library Service: 2008: Ms. Parikh noted that she had been hopeful that there would be new data points for comparison in the Library Journal index. This methodology is driven by output measures. The ratings are based on 4 data points: visits per capita, circulation per capita, program attendance per capita, and users of electronic services per capita. As PCLS does not yet keep statistics on users of electronic services, the library was not included in the report. Ms. Lomax noted that the library will begin to collect those figures. Ms. Parikh found it interesting that the libraries in the report are grouped by budget size rather than population size. She also noted that the report reflects data from 2006, the year of PCLS's levy lid lift election. The library's major increases in services and outcomes begin to appear in 2007.

ANNOUNCEMENTS

Peninsula Property: Peninsula Christian Fellowship Church pastor and elders will discuss the property purchase offer at its retreat this weekend.

ADJOURNMENT

The meeting was adjourned at 5:57on motion by Mr. Wagner, seconded by Mr. Rose .

Secretary

Chair