

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
REGULAR MEETING, JUNE 10, 2009**

CALL TO ORDER

Chair Eugene Matsusaka called to order the regular meeting of the Pierce County Rural Library District Board of Trustees on June 10, 2009, 3:38 pm. Board members present were J.J. McCament and Allen Rose. Budd Wagner was excused.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

1. Minutes of the May 13, 2009 Regular Meeting of the Board of Trustees
2. May 2009 Payroll, Benefits and Vouchers in the total amount of \$2,207,066.16
 - a. Payroll Warrants 2806 - 2816 dated 06/01/09 – 05/31/09 in the amount of \$6,702.86
 - b. Payroll Disbursement Voucher dated 05/06/09 in the amount of \$569,566.45
 - c. Payroll Disbursement Voucher dated 05/21/09 in the amount of \$562,064.44
 - d. Accounts Payable Warrants: 607145-607494 dated 05/01/09 – 05/31/09 in the amount of \$11,068,732.41
4. Resolution 2009-04: Surplus Furnishings and Equipment

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

BOARD MEMBER REPORTS

There were no reports.

OFFICER REPORTS

2010 Pierce County READS: Mary Getchell announced that a book has been selected for the 2010 Pierce County READS project and will be publicly announced in January 2010.

University Place Project Update: The University Place city council has authorized a restart of construction of the new civic building, which will house the library. As a result, construction should be completed 3 months earlier than projected, moving the branch opening to the end of 2010 rather than early 2011.

Introduction: Neel Parikh was pleased to announce that the name of Stephen (Steve) Albers has been forwarded to the Pierce County Executive's Office for appointment to the Board of Trustees. Mr. Albers was introduced to the Board.

Correspondence: The Board had previously been sent correspondence from Mr. John Mathurin related to concerns about the library system and specifically Lakewood branch, and a letter responding to his concerns. The Board indicated that the response was adequate and no further action by them was necessary.

Reciprocal Borrowing Agreement: Ms. Parikh reported that Tacoma Public Library is pleased with the pilot program and wishes to continue with reciprocal borrowing spoke with Susan Odencrantz, who indicated that TPL is pleased with the pilot project and wishes to continue with a reciprocal borrowing agreement. PCLS is asking Enumclaw Public Library to enter into a reciprocal borrowing agreement.

UNFINISHED BUSINESS

1. Facilities Master Plan:

Community Leader Advisory Group Meeting: Ms. Parikh reported that although attendance at Community Leader Advisory Group meetings was less than the first series of meetings, key stakeholders were there and engaged in the discussions.

Ms. McCament attended the Central Pierce County meeting at the Parkland/Spanaway branch. She noted that Thomas Seigel, Superintendent of Bethel School District, shared information about future planning issues and opportunities for partnerships with the school district. She reported that it was a productive meeting, with good questions, solid support and great interest in partnerships.

Mr. Rose attended the Northeast Pierce County meeting, held at the Edgewood Civic Center. He thought it interesting that city representatives seemed to look at the library and future planning as an economic development opportunity and were very interested in partnerships. There will be challenge to site new branches that meet the needs of the closely clustered cities. The library makes a good anchor because it generates foot traffic. It will be challenging to manage the expectations.

Chair Matsusaka attended the West Central Pierce County meeting, held at the Lakewood branch. He felt it was well attended and represented by cities and agency representatives. He participated in the Lakewood small group. The group was very receptive to the idea of giving up the current facility and moving to another location. The city would like the library to relocate closer to the Lakewood city hall. He reported that his group was favorably impressed by the plan.

Ms. Parikh noted that the placement of a new branch in Frederickson was discussed in both the Central and Southeast region meetings. There was a lot of support for the recommendations and positive feedback about placement of a library in Frederickson.

In the Northeast meetings, there was concern expressed about the placement of a branch that would serve both Milton and Edgewood.

She also reported the consultants recommended expanding Key Peninsula at the current site, which would affect the health center. During earlier Gig Harbor Peninsula meetings, there were some who felt it should move north.

The current location of the Steilacoom requires two-story expansion of the branch because of the protected Garry Oaks on the site. There was a suggestion to move the branch near Western State Hospital.

During the Northeast meeting, there was some discussion that Sumner, Bonney Lake and Buckley branches were too close to each other. The city administrator of Bonney Lake expressed his opinion that the city won't support the library unless it is located as part of the city's civic center.

Ms. McCament asked if the library owned the Buckley branch building and land. Ms. Parikh responded yes and that the city wishes the branch to expand and might provide land to do so.

One of the things learned during this process is that the library has to be very careful in developing a building plan and site branches on a location in a manner that allows for expansion space. Flexibility will be needed in the future. The 1986 population estimates were shown to be to be 41% less than the actual growth.

Georgia Lomax noted that the goal of the process was to set the ideal and during the next phase the goal will be to work it into the practical reality of costs and what taxpayers would support.

Contract with Group 4 for Implementation Plan and Final Report: Ms. Parikh reported that the next phase of the facilities master plan process is to develop cost models for different categories of improvement, incorporate construction and cost information and develop project budgets associated with the recommendations for each facility, develop a phasing plan for implementing recommendations and synthesize budget projects into an overall capital improvement budget that escalates costs over time. After that work is completed, the contract will also support the preparation of the final report. Ms. Parikh will be giving presentations to city councils about the final plan and recommendations.

Ms. McCament move to authorize Neel Parikh to sign a contract with Group 4 in the amount of \$101,700. Mr. Rose seconded the motion and it passed.

3. City of Fife: Resolution to Concur with Annexation Request: Ms. Parikh was pleased to announce that the Fife City Council voted unanimously to place the annexation to the library question on the November 2009 ballot. She asked that the Board adopt a resolution concurring with the annexation request.

Mr. Rose moved to adopt Resolution 2009-05, concurring with the annexation of the City of Fife into the Pierce County Rural Library District. Ms. McCament seconded the motion.

Chair Matsusaka asked if Ms. Parikh had a sense of how the voters would vote. Ms. Parikh noted that all previous annexation elections were supported with an over 70% yes vote. She feels that Fife residents really want a library, but that there are concerns due to property tax increases.

Chair Matsusaka called for the vote and Resolution 2009-05 was passed unanimously.

3. Board of Trustees Vacancy: Chair Matsusaka reported that he and Mr. Wagner participated in the citizens' panel as Board representatives. He was impressed with all the candidates, but Steve Albers was an outstanding candidate and will be a sterling addition to the group.

NEW BUSINESS

1. 2009 Mid-Year Budget Process: Clifford Jo, Finance and IT Director, reviewed the 2009 mid-year budget process. The mid-year budget process is an opportunity for the library to make changes and deal with unanticipated issues. Department Heads submit their budget adjustments in late June and it comes to the Board for approval in July. He is expecting revenue to drop, primarily due to the loss of investment revenue. Adjustments will need to be made for that loss, smaller monetary donations and, lower fine revenue. It is anticipated that 2010 new construction revenue will be very low. He feels it is prudent to begin planning for reductions in revenue and Department Heads were asked to present a budget that included reductions. The two priorities of the mid-year budget is to maintain levy promises and strengthen the technology infrastructure.

2. Learning Organization: Michele Leininger, Information Experience Director, was introduced to the Board and reported on the library's efforts to transform the library in a learning organization. The learning organizations concept follows the premise that organizations are the people, not separate from the people. This is important because there is a constant wave of change and staff and the organization must adapt to those change. A learning organization tries to keep ahead and help people to change,

evolve and grow so that the teams and eventually the organization will evolve. It flattens the organization by assuming that people are allowed to make decisions where they have the impact. Learning organization assume that direct staff have the tools and ability to make the decisions rather than a higher level of decision-making.

The Pierce County Library System learning plan incorporates 9 points to become a learning organization. It is particularly important because it relates to succession planning. If only a few people own the organizational knowledge and decision-making process, it has to be quickly captured before those people retire.

The 9 points lay out the foundation for what the organization needs to look like. It's a change for everyone at every single level. Front line staff has different responsibilities than they might have had in the past. It needs a year to 18 months to make that change. The biggest push is to get people to think about how they learn. How do you capture learning and information so you can apply it broader than to the single person? Most people learn on the job, next to someone who is doing the job, and when they need to know how to do it. The plan incorporates peer to peer training rather than sending staff outside the building. The plan also creates personal learning environments – a way to use technology to capture and make the individual's learning transparent to others. A variety of learning techniques are used, including webcasts and podcasts. Currently online learning is limited because there is not enough equipment available in some branches.

The burden of learning is on the individual. The library wants to create an environmental that people will be sharing what they've learned, regardless of the manner of their learning.

EXECUTIVE SESSION

Mr. Rose moved to enter into executive session as per RCW 42.30.110 at 5:27 pm for 30 minutes to discuss personnel real property. Ms. McCament seconded the motion and it passed. The Board reopened to public session at 6:06pm.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

The meeting was adjourned at 6:08 p m on motion by Ms. McCament, seconded by Mr. Rose .

Secretary

Chair