

YAKIMA VALLEY LIBRARIES
(Yakima Valley Regional Library – County Library District)

BOARD OF TRUSTEES
Regular Meeting Minutes
Tuesday, July 25, 2007
4:00 p.m. Yakima Library – Board Room

I. OPENING OF MEETING

Board Members Present: President, Victor Lara; Vice President, Carolyn Calhoon-Dillahunt, Melba Fujiura, Jerry Maggard, and Sue Rigdon

Staff Members Present: Director, Monica Weyhe and Business Manager, Kim Hixson

Visitors Present: Joe Ford of Joseph Ford and Associates

1. Call to order
President Lara called the meeting to order at 4:07 p.m.
2. Determination of quorum
A quorum was present.
3. Recognition of visitors
President Lara recognized Joe Ford.
4. Approval of agenda
President Lara asked if there were any changes to the agenda. Director Weyhe said there were not. President Lara approved the agenda as presented to the Board.

II. OPEN FORUM

This is an opportunity for any person to speak to the Board about any issue not on the agenda.

III. CONSENT AGENDA

1. Approval of minutes – prior meeting
2. Approval of Financial Statements
3. Approval of Payroll and Benefits
4. Approval of Vouchers

MOTION: Sue Rigdon moved that the Consent Agenda be approved as a whole to include payroll and accounts payable vouchers, financial statements, and prior meeting minutes as presented. Melba Fujiura seconded the motion.

Motion was unanimously passed.

General Fund			
Payroll Warrants			
312439	To	312446	2,000.90
312447	To	312545	134,019.68
312546	To	312560	119,512.63
<i>Total May Payroll</i>			<u>\$255,533.21</u>
312561	To	312660	140,347.50
312661	To	312675	124,870.03
<i>Total June Payroll</i>			<u>\$265,217.53</u>
Accounts Payable Warrants			
61713	To	61773	30,902.99
61774	To	61831	86,838.55
61832	To	61899	64,596.69
<i>Total May Accounts Payable</i>			<u>\$182,338.23</u>
61900	To	61957	26,880.92
61958	To	62000	41,338.14
62001	To	62063	36,990.07
<i>Total June Warrants</i>			<u>\$105,209.13</u>
Total Warrants Disbursed			<u><u>\$808,298.10</u></u>

IV. ACTIVE AGENDA

1. New Policy: Retirees Returning to Work

Director Weyhe explained that the State of Washington now requires organizations to formally adopt a policy regarding the hiring of retirees returning to work who are eligible for state retirement programs such as PERS or TRS. She explained that the Library does follow these procedures and that the presentation of this policy meets the requirements of the State of Washington.

2. Resolution #07-08: Retirees Returning to Work

MOTION: Melba Fujiura moved that Resolution #07-08: Retirees Returning to Work be adopted as presented. Carolyn Calhoun-Dillahunt seconded the motion.

Motion was adopted unanimously.

3. Technology Assessment update, with consultant Joe Ford

Director Weyhe introduced Joe Ford of Joseph Ford and Associates. He represents the firm that was awarded the IT Assessment contract earlier this

year. Mr. Ford gave an overview of the process and an update to the Board of Trustees.

Mr. Ford explained that he had been meeting with managers, public service staff, and IT staff this week to gather information about the current Information Technology (IT) system. He will be conducting a complete technology assessment of the system. The most important consideration to address at this time is the deterioration of the current wide area network (WAN) infrastructure. The Library is experiencing a significant decrease in computer service to the branches as well as staff usage. The current configuration is no longer able to support the growing technological needs of the Library. Options to improve the lagging infrastructure will most likely consist of a hybrid system - to include broadband connection to branches that cannot be reached by partnering with the County's fiber system. It is anticipated that the upgrades will give room for growth including voice traffic, video, audio, and other services that the Library cannot offer at this time (video conferencing, streaming video, downloading video books, and other expanded services).

Mr. Ford said that he sees three phases of to the project: 1. infrastructure upgrade and modifications, 2. focus on patron services - fulfilling basic needs and requests, and 3. new progressive services in voice, digital, and streaming video. There was further discussion with the Board as to options, timeframes, and obstacles, and potential solutions. The Board thanked Mr. Ford for his information and work. Mr. Ford shared his appreciation of the staff including the management and IT staffs.

Victor Lara turned the meeting over to Vice President Carolyn Calhoon-Dillahunt as he left for an appointment.

4. Community Libraries update

- Director Weyhe and Business Manager Kim Hixson met with City officials to discuss repair of the sidewalk on 3rd and A streets by the Downtown Yakima Library. There is a grant that will help pay for 50 percent of the repairs, for an estimated unbudgeted expense to the Library of approximately \$3000.
- Buena had a successful Yard, Book, and Bake Sale and raised approximately \$1500 for upcoming programs and facility needs.
- Selah has experienced an increase in patrons leading to new summer hours. They are now open on Saturdays.
- Library managers met with Don Wade, former Sunnyside Library Board member to discuss ongoing Friends' projects.
- Director Weyhe briefly discussed the need for contract cities to bring their payments closer to the current library levy rate. This will be a discussion at a later date
- Further Community Library Updates are attached to the Director's Report.

V. **What's happening at the Library**

1. Director's monthly report

New Projects

- A partnership with Allied Arts to bring the Book It program to Yakima. This year's program is the *Trumpet of the Swan*. Staff will receive training in this type of program format in exchange for support of the program.
- The C-Span Book TV Bus will be at the Downtown Yakima Library on Saturday, August 11th.
- The Yakima Big Read project is underway. Yakima will be reading *The Grapes of Wrath*. The Library is partnering with the Yakima Valley Museum, which will be presenting a Dust Bowl exhibit during the grant period, and Yakima Valley Community College and Allied Arts for other programs in October and November.
- An Edgar Allen Poe program will be presented Tuesday, July 25th at 6:00 p.m. in the Downtown Yakima auditorium.
- The new Children's Services Manager, Linda Nixon will begin work Monday, August 20th.
- The District Circulation Coordinator and the Training Coordinator are the next positions to be filled. There are several excellent candidates for consideration.
- Ongoing work with the IT Assessment is currently the Library's highest priority.

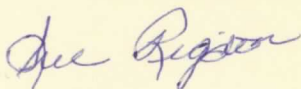
VI. **ADJOURNMENT**

MOTION: Melba Fujiura moved that the meeting be adjourned. Sue Rigdon seconded the motion.

Motion was unanimously passed.

Vice President Calhoon-Dillahunt adjourned the meeting at 5:20 p.m.
The next meeting will be **Tuesday, August 28, 2007 at 4:00 p.m.** at the Downtown Yakima Library Board Room.

Respectfully submitted,



Sue Rigdon
Secretary

SR:kh