

**BOARD OF TRUSTEES**  
*Regular Meeting Minutes*  
Wednesday, November 14, 2007  
To Follow Public Hearing - 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

**Members Absent:** None

**Staff Members Present:** Executive Director Monica Weyhe, Community Libraries Manager Karen Spence, Human Resource Assistant Terri Reeder, and Finance and Operations Manager Kim Hixson

**Visitors Present:** no visitors were present

1. Call to order  
President Lara called the meeting to order at 4:41 p.m.
2. Determination of quorum  
A quorum was present.
3. Recognition of visitors  
No visitors were present
4. Approval of agenda  
**MOTION:** Melba Fujiura moved that the Agenda be adopted as presented. Carolyn Calhoon-Dillahunt seconded the motion.  
*Motion was passed unanimously.*

**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. Jerry Maggard seconded the motion.  
*Motion was unanimously passed.*

General Fund			
<b>Payroll Warrants</b>			
313028	To	313130	\$137,096.22
313131	To	313146	\$125,228.31
<i>Total October Payroll</i>			<u>\$262,324.53</u>
<b>Accounts Payable Warrants</b>			
62482	To	62657	\$183,365.06
<i>Total October AP Warrants</i>			<u>\$183,365.06</u>
<b>Total Warrants Disbursed</b>			<u><u>\$445,689.59</u></u>
<b>Voided Warrants</b>			
313019			(\$ 599.41)
60691			(\$ 50.00)
313013			(\$2,136.28)
<b>Total Voided Warrants</b>			<u><u>(\$2,785.69)</u></u>

#### IV. ACTIVE AGENDA

1. 2008 Proposed Budget: Resolution #07-11

**MOTION:** Melba Fujiura moved that *Resolution #07-11, 2008 Proposed Budget* with revenues and resources in the amount of \$9,108,908, and expenditures, transfers, and fund balance in the amount of \$9,108,908 be adopted as presented to the Yakima Valley Libraries Board of Trustees. *Motion was unanimously adopted.*

2. 2008 Budget Revenue Sources  
Resolution #07-12: 2008 levy limit factor (101 percent increase)  
Resolution #07-13: 2008 tax levy rate

Executive Director Weyhe clarified that these two resolutions were required by the Board of Trustees to levy the 2008 taxes and authorize the Yakima County Commissioners to process the taxes. Jerry Maggard asked if these resolutions reflected the limit of the taxes to the one percent. Ms. Weyhe said that was correct.

**MOTION:** Jerry Maggard moved to adopt *Resolution #07-12: 2008 Levy Limit Factor (101 percent increase)* which levies the taxes at 101 percent of the highest amount of regular property taxes that could lawfully be levied by the Library District in any year. Sue Rigdon seconded the motion. *Motion was unanimously adopted.*

**MOTION:** Sue Rigdon moved to adopt *Resolution #07-13: A Resolution in the Matter of Levying the 2008 Ad Valorem Property Taxes*. This resolution based on September 18, 2007 calculations provided by the Yakima County Assessor's Office with adjustments for new construction, state assessed values, and added values is a total of \$5,794,834 for 2008 property taxes. The dollar increase

from the 2007 lawful maximum will be \$38,589.02 with a .6894 percent increase, plus amounts allowed for new construction, annexations, and increase in state assessed values. Carolyn Calhoon-Dillahunt seconded the motion.

*Motion was unanimously passed.*

3. Collection Development Policy Revision: First Reading

Director Weyhe reported that the current Collection Development Policy is outdated. It includes a mixture of procedure and policies. It has statistics that are no longer valid. The professional managers and librarians work with these guidelines to produce a balanced collection representing many points of view. Library policies at this level are set by the Board of Trustees. The purpose of this first reading is to review the policy, present any changes, and then schedule a second reading and adoption at the December Board of Trustees meeting.

**MOTION:** Carolyn Calhoon-Dillahunt moved that the revised Collection Development Policy be scheduled for the second reading at the December Board of Trustees Meeting. Melba Fujiura seconded the motion.

*Motion was unanimously passed.*

4. Board Member Recommendation

Director Weyhe reported that she has received an email from the Commissioners' secretary requesting criteria for Library Trustees. Director Weyhe reviewed the process. State law grants the appointing authority for Library Boards of Trustees to the County Commissioners. In the past, the Library Trustees have given recommendations to the Commissioners and they had appointed as recommended. There was a change in 2007. Director Weyhe said there are four options that she sees to for the Library to participate in the process:

- 1.) have the current Board of Trustees make an official nomination;
- 2.) encourage people in the community to apply directly to the Commissioners;
- 3.) appoint a committee of one or more to research recommendations, or
- 4.) bring recommendations to the December meeting, if it is before the deadline for applications set by the County Board of Commissioners office.

The Board of Trustees generally concurred that they wanted to be a part of the process and make recommendations. Sue Rigdon suggested Rick Valden an instructor at Heritage, Alfonso Contreras a fruit negotiator, or Kelly Garza, principal of Wapato Middle School. They agreed that Director Weyhe should respond to the Commissioners explaining the Library Board's policy and practice to have representation that reflects the diversity of the entire county, as to residence, ethnicity, age, gender, employment, etc. The Trustees will also forward suggestions to Director Weyhe and discuss at the next meeting.

5. Community Libraries Update

Director Weyhe said that the community libraries updates were covered in her Director's Report which was included in the Board packet of materials. She said she would be happy to answer any questions or supply additional information if anyone would like.

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

1. Director's Monthly Report  
Information is included in the Board Packet.

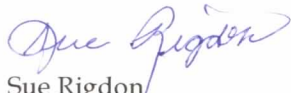
**VI. Adjournment**

**MOTION:** Melba Fujiura moved that the meeting be adjourned. Sue Rigdon seconded the motion.  
*Motion was unanimously passed.*

President Laura adjourned the meeting at 5:25 p.m.

NEXT MEETINGS:      **Wednesday, December 12 - 10:00 a.m.**  
                                 **Tuesday, January 29 - 10:00 a.m.**  
                                 **Tuesday, February 26 - 10:00 a.m.**  
                                 *At the Downtown Yakima Library Boardroom*

Respectfully submitted,

  
Sue Rigdon  
Secretary