

YAKIMA VALLEY LIBRARIES

BOARD OF TRUSTEES

Regular Meeting

10:00 a.m. Tuesday, January 27, 2009

Downtown Yakima Boardroom

I. OPENING OF MEETING

Board Members Present: Carolyn Calhoon-Dillahunt, Melba Fujiura, James E. Barnhill via telephone, Jerry Maggard, and Richard E. Ostrander

Staff Present: Kim Hixson Interim Director, Karen Spence Community Libraries Manager, and Linda McCracken Public Programs and Resources Manager

Visitors Present: Jackie Call League of Women Voters, Helen Marieskind Ready by Five, Rick Linneweh Ready by Five

1. Call to Order
Interim Director Hixson called the meeting to order at 9:30 a.m.
2. Determination of a quorum
Interim Director Hixson determined a quorum of the Trustees was present.
3. Recognition of visitors
4. Approval of the agenda
Interim Director Hixson asked if there were any changes or modifications to the agenda. There were none and she approved the agenda as presented.

II. OPEN FORUM

This is an opportunity for any person to speak to the Trustees about any issue not on the Agenda. Time per speaker may be limited

III. ELECTION OF 2009 OFFICERS

1. President

Interim Director Hixson opened nominations from the floor. Carolyn Calhoon-Dillahunt nominated Melba Fujiura. Jerry Maggard nominated Carolyn Calhoon-Dillahunt. There were no additional nominations - nominations were closed.

VOTE: Carolyn Calhoon was elected President with a 3-2 vote.

2. Vice President

President Carolyn Calhoon-Dillahunt opened nominations from the floor. James E. Barnhill nominated Melba Fujiura for Vice President. There were no additional nominations – nominations were closed.

VOTE: Melba Fujiura was elected Vice President with a 5-0 vote.

3. Secretary

President Carolyn Calhoon-Dillahunt opened nominations from the floor. Richard E. Ostrander nominated James E. Barnhill for Secretary. There were no additional nominations – nominations were closed.

VOTE: James E. Barnhill was elected Secretary with a 5-0 vote.

IV. CONSENT AGENDA

The consent agenda is a grouping of ongoing regular items presented to the Trustees for approval. Any item can be broken out for further discussion at any time.

The Trustees reviewed the list of claim vouchers and asked questions regarding specific vendors and expenditures.

1. Approval of minutes
2. Approval of financial statements
3. Approval of payroll and benefits
4. Approval of expenditure vouchers

The Trustees asked questions about the vouchers. Trustee Maggard asked about the lease book program. Public Programs and Resources Manager Linda McCracken was able to explain that the lease book program allows the library to bring in multiple copies of popular books without purchasing them up front. At the end of the program, there is an opportunity to purchase should the Library wish to do so at a significantly reduced price. The program gives the Library access to approximately 440 books per month.

Trustee Richard Ostrander asked about the change in levy rate from 2008 to 2009. Interim Director confirmed that the rate dropped from approximately .46 cents per thousand to .44 cents per thousand. She emphasized that it was important that the Library continue to look for ways to maximize the funding and maintain a sustainable budget. The lease program is one of the ways the Library can make the most of its resources.

Trustee James Barnhill noted that the minutes should include a Jr. after Bill Almon's name to designate Jr. from Sr.

MOTION: Melba Fujiura moved to adopt the Consent Agenda with the changes to the December minutes, and including December financial statements, December payroll and payroll benefits, and December expenditures as presented. Richard Ostrander seconded the motion.
Motion unanimously passed.

General Fund			
Payroll Warrants			
314653	to	314753	\$148,513.12
314754	to	314768	\$154,453.61
<i>Total December Payroll and Benefits</i>			<u>\$302,966.73</u>
Accounts Payable Warrants			
64791	to	64801	\$7,884.55
64802	to	64867	\$187,461.00
64868	to	64921	\$112,074.61
64922	to	64976	\$35,299.54
64977	to	64994	\$237,991.40
<i>Total December Warrants</i>			<u>\$580,711.10</u>

V. ACTIVE AGENDA

1. Facility Planning –

i. Liberty Building Lease Extension

Interim Director Hixson referred to the three year spreadsheet in the Board packet that outlined the contractual increases over the next three years if the Liberty Building lease is renewed.

Trustee Maggard shared a sample amortization schedule and suggested that the Library District look for a building to purchase that would combine the Liberty Building and Summitview Leases. The Trustees suggested that Interim Director Hixson and staff work on a recommendation to coincide with the termination of the two leases in 2013.

MOTION: Vice President Melba Fujiura moved that Interim Director work with Bill Almon, Jr. to sign and extend the lease on the Liberty Building through June 2013. Richard Ostrander seconded the motion. *Motion was unanimously passed.*

ii. Selah

Trustee Maggard worked with Selah Community Librarian, Michael Martin to develop a very preliminary draft of possible library space for the Selah Library. That draft has been forwarded to the City of Selah for their review and consideration.

2. Interim Director – Revised Appointment Letter

Interim Director Hixson presented the Trustees with a revised appointment letter. The title of Interim Director will remain until she completes her Masters in Library Science and is certified with the State of Washington and can then be designated Director. There were no other significant changes to the letter.

3. Logo Committee Data

The Logo Committee Data report was distributed with the Board packets. Interim Director Hixson said that no action would be required at this meeting. The Trustees were asked to review the material for action at the February meeting of the Trustees.

VI. What's Happening at the Library

1. Interim Director's Monthly Report

The report was submitted with the Board packet.

2. Early Learning Public Partnership – State of Washington

Karen Spence, Community Libraries Manager, is the YVL representative on this board. She gave a brief history – 17 library districts formed this group to support libraries' role with early learning projects throughout the state. Their purposes are: 1. to establish Washington State public libraries as recognized and important providers of early learning services, 2. to leverage funding for public library early learning services in public and tribal libraries, 3. to develop strategic partnerships and collaborations with organizations such as Thrive by Five and the Department of Early Learning, and 4. to undertake other activities in furtherance of the promotion and provision of early learning services.

VII. Presentation – Ready by Five

Dr. Helen Marieskind, Director of Ready by Five, and Rick Linneweh, Chair of the Ready by Five Board gave a presentation on the Ready by Five program. They discussed the role of the Gates Foundation to establish an early learning center in East Yakima. It will be one of two centers in the State of Washington. They would like to partner with the Library and have a library facility in the early learning center. The early learning center will only be partially funded by the Gates Foundation. Other funders include potential funding from the State of Washington, the Buffet Foundation, and additional fund raising within the City of Yakima. It is estimated that the building will cost between 16 and 18 million dollars.

The Trustees asked what Ready by Five would need from Yakima Valley Libraries. They replied that they would like to partner with the Library for joint programming, shared resources, and would like to have a library that would also contain early learning resources. A space of 1600 square feet would have an estimated cost of \$400,000 to \$500,000 of \$300 to \$350 per square foot to build. The Trustees noted that the Library does not have the funding to aid in the capital construction. Dr. Marieskind said they were interested in what the library could offer and would like to partner with grant writing and research for funding opportunities.

The Trustees thanked Dr. Marieskind and Mr. Linneweh for their time and information.

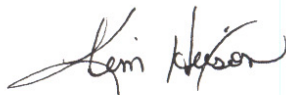
After Dr. Marieskind and Mr. Linneweh left, the Trustees continued to discuss options for the Library District. Everyone agreed that this is a great program and a tremendous benefit to the community, but it may or may not be a good fit for the library. All agreed that there is a need to continue to work on a facility plan that will keep the Library within its budgeted resources and continue to meet the needs of the community. This discussion will be continued at the February meeting.

VIII. ADJOURNMENT

President Carolyn Calhoon-Dillahunt adjourned the meeting at 11:05 a.m.

Next Regular Meeting is
Tuesday, February 24th at 9:30 a.m.
Downtown Yakima Board Room

Respectfully submitted,



Kim Hixson
Interim Director
For James E. Barnhill
Secretary