



# Timberland Regional LIBRARY

## Special Board of Trustees Meeting Minutes

December 28, 2022 - 6:00 p.m. via Zoom

Timberland Regional Library  
Administrative Service Center  
415 Tumwater Blvd. SW  
Tumwater, WA 98501

*Nicolette Oliver, President, At-Large, Thurston County*  
*Jasmine Dickhoff, President Elect, Grays Harbor County*  
Brian Zylstra, Lewis County  
Hal Blanton, *At-Large*, Lewis County  
Kenneth Seby, Mason County  
Toni Gwin, Pacific County  
Mary Beth Harrington, Thurston County

**Present Board via Zoom:** Nicolette Oliver, Brian Zylstra, Hal Blanton, Toni Gwin, Mary Beth Harrington, Ken Seby, Jasmine Dickhoff

**Present Staff via Zoom:** Cheryl Heywood, Kendra Jones, Andrea Heisel, Brenda Lane, Paige Preston, Rose Enos-Weedmark; recorder

Live streaming of meeting held at the Administrative Service Center.

**Remote Access:** Zoom: <https://Trl-org.zoom.us/j/86137360910> • Meeting ID: 861 3736 0910 • Phone Access (253) 215-8782 • Approximate Attendance = 13

### AGENDA:

- 1. CALL TO ORDER AND ROLL CALL** - President Nicolette Oliver called the meeting to order at 6:00 p.m.
- 2. PLEDGE OF ALLEGIANCE** – Trustee Gwin led the pledge.
- 3. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

**22-056 – MARY BETH HARRINGTON MADE A MOTION TO APPROVE THE AGENDA AND CONSENT AGENDA AS PRESENTED. BRIAN ZYLSTRA SECONDED. MOTION APPROVED UNANIMOUSLY (7).**

**4. NEW BUSINESS – At 2:17 of the recording**

A. 2023 Final Budget

**22-057 – KEN SEBKY MADE A MOTION TO APPROVE THE 2023 FINAL BUDGET AS PRESENTED. JASMINE DICKHOFF SECONDED. MOTION APPROVED UNANIMOUSLY (7).**

**Discussion – At 2:49 of the recording** Cheryl mentions that Summit Law will continue to provide legal counsel for the Board and Administration. Dan Gottlieb of Hillis Clark Martin & Peterson P.S. will be providing legal counsel for public library specific policies and related topics.

**5. RESOLUTIONS – At 4:36 of the recording**

A. Resolution 22-003 The 2023 Calendar Year Budget

**22-058 – JASMINE DICKHOFF MADE A MOTION TO APPROVE RESOLUTION 22-003 THE 2023 CALENDAR YEAR BUDGET AS PRESENTED. BRIAN ZYLSTRA SECONDED. MOTION APPROVED UNANIMOUSLY (7).**

B. Resolution 22-004 The 2023 Tax Levy Amount and Rate

**22-059 – BRIAN ZYLSTRA MADE A MOTION TO APPROVE RESOLUTION 22-004 THE 2023 TAX LEVY AMOUNT AND RATE AS PRESENTED. KEN SEBKY SECONDED. MOTION APPROVED UNANIMOUSLY (7).**

C. Resolution 22-005 The 2023 Tax Levy Increase

**22-060 – BRIAN ZYLSTRA MADE A MOTION TO APPROVE RESOLUTION 22-005 THE 2023 TAX LEVY INCREASE AS PRESENTED. TONI GWIN SECONDED. MOTION APPROVED UNANIMOUSLY (7).**

**Discussion – At 7:11 of the recording** Trustee Blanton asks what is the 1% levy rate based on?

Paige shares that the 1% is based off the highest lawful levy from the previous year. The previous year's actual levy amount plus the resolutions increased amount is the 1%.

D. Resolution 22-006 The 2023 Non-Resident Fee

**22-061 – BRIAN ZYLSTRA MADE A MOTION TO APPROVE RESOLUTION 22-006 THE 2023 NON-RESIDENT FEE AS PRESENTED. HAL BLANTON SECONDED. MOTION APPROVED UNANIMOUSLY (7).**

**6. ADJOURNMENT – 6:15 p.m.**

*Cheryl Heywood* 1/25/2023  
Cheryl Heywood, Executive Director

*KR Seby* 1/25/2023  
Ken Seby, President