

Board of Trustees Meeting Minutes

May 22, 2024 - 5:30 p.m.
Timberland Regional Library
Centralia Branch
110 Silver St.
Centralia, WA 98531

[Mary Beth Harrington, *President, Thurston County*](#)
[Toni Gwin, *President Elect, Pacific County*](#)
[Hal Blanton, *At-Large, Lewis County*](#)
[Nicolette Oliver, *At-Large, Thurston County*](#)
[Ken Sebby, *Mason County*](#)
[Brian Mittge, *Lewis County*](#)
[Dustin Loup, *Grays Harbor County*](#)

Present Board: Mary Beth Harrington, Toni Gwin, Hal Blanton, Ken Sebby, Brian Mittge, Dustin Loup, Nicolette Oliver

Present Staff: Cheryl Heywood, Kendra Jones, Andrea Heisel, Brenda Lane, Rose Enos-Weedmark; recorder

No Remote Access: Approximate Attendance = 32

Timberland Regional Library (TRL) Business Meeting Minutes

AGENDA:

- 1. CALL TO ORDER AND ROLL CALL** – Mary Beth Harrington called the meeting to order at 5:31 p.m.
 - 2. PLEDGE OF ALLEGIANCE** – Dustin Loup led the pledge.
 - 3. CORRESPONDENCE** – **at 1:48 of the recording** Cheryl shares on May 13, 2024 an email from the Aberdeen Library Advisory Board supporting TRL and fighting the removal of books from the library. May 19, 2024 a spam email concerning lead powder.
 - 4. PUBLIC COMMENTS** – **at 2:50 of the recording** [Hallie Ralls](#) of Centralia offered her gratitude for the Centralia library. [Patty Howard](#) of Chehalis shares her appreciation of the Centralia staff and expresses the need to continue to trust those with experience to choose books that will be in the library. [Holly Renner](#) of Centralia commends the Centralia library staff and TRL for its programs and resources including topics on diverse cultures, countries, and languages. [Rebecca Staebler](#) of Centralia thanks the Board and staff of TRL as well as requesting TRL hold steady to the public library mission, providing equal and equitable access of diverse services for the community as world views are changing. [Cathy Caveness](#) of Centralia appreciates the diverse collection and the current library standards. [Jeanne Nuggard](#) of Chehalis, and a former employee of TRL, applauds the diverse collection and the organization as a great community to work in. [Jan Lett](#) of Centralia shares her experience over the years and that the community thrives because of the TRL collection. [Monique Farland](#) of Centralia shares that as a parent, she controls what her children will read, and the library should not. Some books will make you feel uncomfortable and that is good. [Chelle Wilder](#) from Centralia speaks about the exposure to diverse viewpoints and experiences is critical to the development of empathy and social understanding. Wilder urges the Board to stand for intellectual freedom and oppose any efforts to restrict access to books in our libraries, especially for children. [Judi Brummett](#), library manager of Packwood and Mountain View libraries commends fellow manager Muriel Wheatly and staff. Brummett shares the variety of reasons why she attends Zoom Board meetings, particularly, everything the Board does affects Judi, her coworkers, and the communities served by TRL. Staff and patrons may not always Zoom in, but know that they are watching, listening, and asking questions. Brummett also shares about the upcoming Summer Library Programs and events.
- Rose reads aloud 11 statements, here is the gist:** from a [Concerned Library Patron](#), concerning access of materials when small groups form and try to force their ideology on others. [Brenda Paul](#) concerning

the freedom to choose what to read without restriction. [Karen Tvedt](#) of Lacey concerning the right to read and access information as part of our democracy. [Sandra Herndon](#) of Olympia supports the idea that parents make choices about what their children read, but I do not believe they should determine other parents'/children's choices. [Meryl Bernstein](#) opposes any censorship of the library catalog, now or in the future. [Jean Maust](#) of Tenino supports freedom of choice for book reading for people of all ages. [Carol Goss](#) of Olympia is deeply disturbed and concerned about the ceaseless and senseless push to remove books from the shelves of schools and libraries. [Kathleen Snyder](#) of Olympia supports the freedom to access any book of her choosing from public libraries without the restriction of others. [Susan Fiksdal](#) supports the right to information through our public libraries. No person or group should be able to restrict access. [Loretta Seppanen](#) of Olympia is in favor of providing access to books for the entire community, including books that some community members ask to have removed from the library. Removing books denies our freedom as individuals to choose and think for ourselves. [Aaron Managhan](#) supports the ongoing inclusion of materials for LGBTQIA+ youth within TRL.

5. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS – at 35:22 of the recording

24-015 – NICOLETTE OLIVER AND BRIAN MITTGE MADE A MOTION TO AMEND THE CONSENT AGENDA AND ADD AN EXECUTIVE SESSION PURSUANT TO RCW 42.30.110 (g). HAL BLANTON AND NICOLETTE OLIVER SECONDED. MOTION APPROVED (Unanimous 7).

6. EXECUTIVE DIRECTOR HIGHLIGHTS – At 37:47 of the recording Cheryl highlights:

- The Administration team continues to be accountable, ethical, high performing, all while adhering to the TRL core values and the responsible use of public resources.
- Introducing Megan Thomas, Public Services Manager for Outreach Services and Programs.
- Hoquiam Timberland Library wins the Greater Grays Harbor Inc. Business of the Quarter Award. Sarah Livingston and Katie Lutz will be receiving the award on June 11th at the Montesano Timberland Library.
- TRL won the Annual Pacific County Economic Development Council Award for Community Service. Michelle Zilli, Tania Remmers, and Trustee Gwin received the award. Since January of 2023, TRL has won four different awards in our communities. Many thanks to all staff for this accomplishment for TRL.
 - Lacey South Sound Chamber of Commerce Business of the Month Award
 - Nancy Payne Workplace of Excellence Award from the Pacific Mountain Workforce Development Council
 - Pacific County Economic Development Council Award
 - Greater Grays Harbor Inc. Business of the Quarter Award
- Special thanks to Mike Mason, Economic Director of the Nisqually Indian Tribe and Marianne Judd, Thurston County Chamber of Commerce for providing an additional 32 tablets and 100 laptops to give away within all five counties through the TRL Anywhere Mobile Library Services.
- Christina Chestnut and other staff of the Pacific Mountain Workforce Development Council took an opportunity to speak to Senator Patty Murray discussing the partnership between TRL, the Thurston County Chamber of Commerce, and the Nisqually Indian Tribe, as well as all of the work being done on digital literacy. Continued discussions with Murray's aids in the future.
- Medicine Creek Enterprise Corporation, Deputy CEO, Jennifer Hines is a strong advocate for TRL and will be requiring all staff to register for a library card, in total, 900 employees for resource

and training opportunities. Special thanks to Lacey Library Manager Holly Paxson and Yelm Library Manager Nate Ramos for tackling this sign-up request.

A. Centralia Timberland Library Update –Muriel Wheatley

Muriel provides a quick bio on herself and explains her current role managing both Centralia and Chehalis locations. Wheatly notes that combining the programming of both locations has been successful for the community. Outreach opportunities have increased with the combined model, much more than either location alone. Wheatly shares information about the summer program and events.

Discussion of Centralia Library Update: At 44:02 of the recording Trustee Mittge asks Wheatly what have been the best and most challenging things of managing two locations. Wheatly shares that the best thing is that the planning and outreach as a team works well since they are a shared community. The most challenging is being one person with lots of ideas. Practicing patience and allowing more time for a project is key.

7. FINANCIAL STATEMENTS & HIGHLIGHTS – At 52:53 of the recording Cheryl highlights the month ending April 30, 2024:

- **General Fund** - \$6,542,055.91 in property taxes were received; Timber revenue - \$58,017.50 were received; and \$418,983.59 in books and materials were purchased. Payment of \$105,470.40 to GCSit, LLC was processed for the purchase of 80 Dell Latitude Laptops for the district.
- **Technology Fund** – Had minimal activity.
- **Unemployment Fund** – Had minimal activity.
- **Gift Fund** – Had minimal activity.
- **Building Fund** – Payment of \$16,635.26 to Travers Electric, Inc. was processed for electrical project work at the Service Center. Payments totaling \$39,680.38 to Aetta Architects, PC. was processed for architectural services for the Mountain View location.

Discussion of Financial Statements and Highlights – At 54:11 of the recording Trustee Blanton asks about timber revenue status and Cheryl replies that she is still reaching out to get an established timeline. Trustee Seby asks about monthly planning. Cheryl clarifies that Finance Manager, Paige Preston reviews on an annual basis and forecasts for the future based on the previous year's trends with conservative planning.

8. COMMITTEE REPORTS – None.

9. OLD BUSINESS – At 58:02 of the recording

A. Committee Assignments – Mary Beth Harrington

24-016 – NICOLETTE OLIVER MADE A MOTION TO ELECT HAL BLANTON AS THE FACILITIES COMMITTEE CHAIRPERSON. TONI GWIN SECONDED. MOTION APPROVED (Unanimous 7).

24-017 – NICOLETTE OLIVER MADE A MOTION FOR THE EXECUTIVE COMMITTEE TO BE AS FOLLOWS: MARY BETH HARRINGTON, TONI GWIN, AND KEN SEBBY. TONI GWIN SECONDED. MOTION APPROVED (Unanimous 7).

24-018 – NICOLETTE OLIVER MADE A MOTION FOR DUSTIN LOUP TO REPLACE NICOLETTE OLIVER ON THE STRATEGIC PLANNING COMMITTEE. TONI GWIN SECONDED. MOTION APPROVED (Unanimous 7).

24-019 – NICOLETTE OLIVER MADE A MOTION FOR MARY BETH HARRINGTON BE THE EXECUTIVE COMMITTEE CHAIR. TONI GWIN SECONDED. MOTION APPROVED (Unanimous 7).

24-020 – NICOLETTE OLIVER MADE A MOTION FOR THE EXECUTIVE DIRECTOR EVALUATION COMMITTEE AS FOLLOWS: DUSTIN LOUP AS CHAIRPERSON, HAL BLANTON, AND NICOLETTE OLIVER. BRIAN MITTGE SECONDED. MOTION APPROVED (Unanimous 7).

- B. Fall Retreat (Tumwater to Raymond/August to September) – Mary Beth Harrington
The Board agrees to move the Retreat to Raymond on September 21, 2024.
- C. Pacific County Economic Development Community Award – Toni Gwin
Trustee Gwin took the photo of staff winning the award.

10. NEW BUSINESS – None

11. FUTURE AGENDA ITEMS – Timberland Regional Library Bylaw review at the fall retreat. For the Budget Committee merged leadership at multiple branches.

12. FINAL BOARD COMMENTS at of the recording: Trustee Gwin shared her visit of the Naselle Timberland Library. Trustee Blanton shares his appreciation for the in-person meeting and thanks the audience for attending. Trustee Loup is appreciative of the support and the sharing of the public comments. Trustee Mittge thanks the American Association of University Women (AAUW), Lewis County branch ladies for attending in numbers at this meeting. Mittge shares the city founding father books, George Washington, in both children and adult versions. A new plaque was recently installed with a QR code that will provide additional history and information, several of these are planned to go around the area. Centralia will be having their 2nd Annual Founder’s Day Festival August 10, 2024, Summer Fest July 4th, second Saturday music in the park from June 5, 2024 through September. Mittge suggests that all meetings be in person. Trustee Oliver commented that she loves her Library Giving Day t-shirt and has received many compliments. Oliver thanks the staff for their continued efforts of intellectual freedom to read. Trustee Sebby comments that he appreciates patrons attending the meeting. Sebby encourages those interested in becoming a Board Member should consider it. Sebby encourages resources be made available to volunteer Board Members such as babysitting or you name it, whatever can get young, active, Board Members who are tech friendly on the Board. Trustee Harrington comments on all of the many items TRL has to offer and the variety of books as well as audio books. Harrington will be reading soon, *Knife* by Salman Rushdie.

13. EXECUTIVE SESSION – at of the recording pursuant to RCW 42.30.110 (f) and (g)

A. *(f) To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing, or a meeting open to the public shall be conducted upon such complaint or charge;*

At 7:28 p.m. the Board of Trustees go into Executive Session for one hour. At 8:29 p.m. the Board of Trustees return.

At 8:29 p.m. the Board of Trustees go into Executive Session for a stated 30 minutes. At 9:00 p.m. the Board of Trustees return.

B. *(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects*

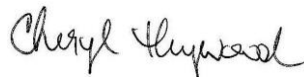
Timberland Regional Library

Serving Grays Harbor, Lewis, Mason, Pacific, and Thurston Counties

to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

At 9:00 p.m. the Board of Trustees go into Executive Session for a stated 15 minutes. At 9:14 p.m. the Board of Trustees return.

14. ADJOURNMENT – at 9:14 p.m.

 7/24/2024
Cheryl Heywood, Executive Director

 7/24/2024
Mary Beth Harrington, President