

**Lacey Library Board Minutes**  
**October 14, 2015**  
**Approved December 9, 2015**

Present: Holly Paxson, Library Manager, Helen Spalding, Suzanne Cofer, Sue Cordas, Marti Rutishauser, and Scott Kankelborg, and Joonick Ahn.

Meeting began at 5:30 p.m. in the City Hall Community Meeting Room.

1. **Announcements.** Our next board meeting will be Tuesday, November 10 at the Library Meeting Room. Helen gave a 50<sup>th</sup> anniversary committee meeting report. On September 17 the city council accepted the planning committee's recommendations for a 2017 50<sup>th</sup> anniversary celebration. Lacey Days activities will kick-off other city-wide celebrations. Holly also noted 2017 is the 25<sup>th</sup> anniversary of the construction of the Lacey Library.
2. **Approval of Agenda.** Approved.
3. **Public Comments.** None.
4. **Approval of September 9, 2015 minutes.** Approved.
5. **Library Building Manager's Report.** See attached. The security cameras are in place. Soon signs will be posted, notifying the public cameras are monitoring the library entrance.
6. **Discuss frequency, location of meetings.** Helen appointed Sue and Marti to be members of the nominating committee for the election of new officers in January 2016. Sue announced she will not serve next year and intends to notify the Mayor shortly. The board discussed a tentative meeting schedule for 2016. The proposed board meeting dates are: December 9, January 27 (at the City Hall Community Meeting Room). Cancel the February meeting. March 9 in the Lacey Library Public Meeting Room, and April 13 and May 11 at the City Hall Community Meeting Room.
7. **Review 1999 TRL Facilities Assessment Needs Documents.** Suzanne presented a document summarizing the 1999 TRL Facilities Assessment Needs report and related documents. Board discussion ensued. Holly said TRL has funds set aside to pay for space planning in City-owned buildings, and the City of Lacey would need to formally request that from TRL. She also noted TRL recently did approve support for a space study of the Olympia Library. Could our city pursue a study in various ways through a

grant(s) and/or with financial support from the Friends of Lacey Library? Holly expressed her reluctance to ask the city for new facility improvements because of the City Manager's direction to focus on maintenance. Nevertheless, she said she would like to see the following library improvements: a drive-up window, an expanded staff lounge, an enlarged public meeting room, a Friends bookstore and storage room for its inventory. She also said a feasibility/needs study would help us understand and plan for future anticipated needs and expenditures. The board will continue its discussion at its November meeting.

8. **Old Business.** None.
9. **New Business.** None.

Adjourned at 7:33 p.m.

Respectfully submitted by,  
Suzanne Cofer  
Vice-Chair/Secretary

Lacey Library Board  
Library Manager's Report  
Presented on October 14, 2015  
**For September 2015**

Library News:

September saw the library transformed into an art gallery as the Ruby Street Art Quilters displayed 18 gorgeous quilts throughout the building. Lacey library staff created an informative brochure and patrons thoroughly enjoyed touring the quilts and reading about each one. The 'Ghandi' quilt was especially popular. Lacey welcomed new Aides Eli Cortes & Amanda Barron to the team in September. HR is still working on processing our 3<sup>rd</sup> Aide hire and then we should have all our vacancies accounted for, at least at this time.

Timberland News:

The whole District is preparing for Timberland Reads & Writes Together in October. A slew of book discussion, writing, and publishing programs have been planned at libraries throughout the five counties to read and celebrate "Timberland Writes Together," a newly published anthology of short fiction written by authors from Grays Harbor, Lewis, Mason, Pacific, & Thurston counties. The collection is available in print and eBook from all 27 TRL libraries, online, and at various retail booksellers.

The Timberland Regional Library Foundation, an independent non-profit organization created in 1997 to support the whole TRL district, will dissolve and cease operations effective December 31, 2015. Throughout their 18 year

partnership with TRL, the Foundation raised and donated money for major library initiatives including Timberland Reads Together, the Family Read & Sing Aloud, Mother Goose Parent Education workshops and the Get the Card campaign. With its dissolution, the Foundation donated just over \$1,000 to the Friends of the Lacey Timberland Library in support of library programming and outreach.

#### Service Story :

A Pageturners member had this to say in an email: "Just wanted you to know I picked up Where'd You Go, Bernadette? the day after you emailed me and read it in two days! Thoroughly enjoyed my read...it was exactly what I needed, something easy, entertaining, somewhat funny in a satirical way, and yet with a good message. Thanks for letting me know, I would have been sad to have missed this one since I'll miss our next Pageturners meeting."

Shortly after, another regular long-time patron stopped to say how much he loved the library as such a lively, vibrant, community centered place for all ages. He really appreciated seeing how busy we were and all the new services and programs we were providing!

#### Programming for September:

Youth: **5** programs attended by **130** people

Adult: 9 programs attended by **156** people

All Ages: Comics Can Take Us Places featuring comic artist Megan Kelso attended by 13 people.

#### Outreach:

Lib Mgr: Attended Lacey South Sound Chamber Forum & Thurston County Commissioner's Meeting as TRL representative. Provided library update to Lacey City Council.

Youth: Attended NTSD Librarian's monthly meeting as TRL representative.

Promoted TRL resources & databases at River Ridge High School to 200 students.

Adult: 2 visits to St. Martin's O'Grady library to promote TRL resources & sign students up for TRL cards, signed up 30 new cardholders. Outreach booth at St. Martin's Business Fair, promoted TRL business resources and signed up 25 new cardholders.

#### Circulation:

We checked out **67,065** physical items in September, an increase of **2%** over September of 2014

We checked out **8,771** digital items in September, an increase of **37%** over September of 2014.

The library was visited by **27,604** patrons, an increase of **20%** over September of 2014.\*

\*The door counter has been repaired, so it's possible this increase is simply a more realistic number of September visitors, and that September 2014 was underreported because of the faulty door counter.

#### Building:

ProTeam Janitorial performed detailed desk and table cleaning per their contract.

The City repaired an outside leak at the back of the building.

Submitted by Holly Paxson, Lacey Library Manager

**10/6/15**