

Publication of the agenda and the approximate times are a guide to, and not a limitation on, the activities of Trustees.

**Fairhaven Branch Library, 1117 12<sup>th</sup> Street, Bellingham, Washington  
Fireplace Room – 3:30 p.m.**

<b>AGENDA</b>	<b>TIME (approx.)</b>
<b>1. Call to order and introductions</b>	2 min
<b>2. Approve/modify agenda</b>	1 min
<b>3. Public comment</b> This time is set aside for members of the public to make comments or ask questions. We ask that remarks be limited to three minutes.	3 min
<b>4. Consent agenda</b> All matters listed on the consent agenda are considered routine and may be approved in a single motion. A trustee may ask that an item be removed from the consent agenda and considered separately. <ul style="list-style-type: none"><li>• <b>Communications and FYI</b></li><li>• <b>Minutes</b> April 16, 2019: Regular board meeting &amp; Special board meeting</li><li>• <b>Library performance &amp; activity measures</b> April 2019</li><li>• <b>Financial reports</b> Claims: April 2019 YTD report: April 2019</li></ul>	4 min
<b>5. Reports</b> <ul style="list-style-type: none"><li>• Board Chair</li><li>• Library Board members</li><li>• City Council liaison</li><li>• Friends of Bellingham Public Library</li><li>• Library Director</li></ul>	10 min
	<b>Time check: 3:50</b>
<b>6. 2018 Washington Public Libraries Annual Report</b> <ul style="list-style-type: none"><li>• Jon McConnel, Head of Digital Services</li></ul>	5 min
<b>7. Facilities Committee report</b> <ul style="list-style-type: none"><li>• Rick Osen, Board Chair</li></ul>	5 min
<b>8. Strategic Planning update</b> <ul style="list-style-type: none"><li>• Rachel Myers, Board Co-Chair; Rebecca Judd, Director; and Janice Keller, Communications, Community Relations &amp; Programming Manager</li></ul>	10 min
	<b>Time check: 4:10</b>

- |   |                         |
|---|-------------------------|
| <b>9. Rates &amp; Fees structure</b>                      | 5 min                   |
| • Rebecca Judd, Director                                  |                         |
| <b>10. 2019 Summer Reading for adults, teens and kids</b> | 5 min                   |
| • Bethany Hoglund, Head of Youth Services                 |                         |
| <b>11. New business</b>                                   | 2 min                   |
| <b>12. Action items for next meeting</b>                  | 2 min                   |
|   | <b>Time check: 4:24</b> |
| <b>13. Adjourn</b>  |                         |

**Next Regular Library Board Meeting: Tuesday, June 18, 2019 – 3:30 p.m.  
Location: Central Library Lecture Room, 210 Central Avenue  
Bellingham, Washington**

The library meeting rooms are ADA accessible; however, if you require a sign interpreter or other hearing accommodation, please allow the library 48 hours notice. Order of agenda items may be adjusted.

# Bellingham Public Library

READ • LEARN • MEET • DISCOVER



Connecting our community with each other and the world

## 2018 STATISTICS

### CARDHOLDERS

59,938 active borrowers  
89,045 city population

### COLLECTION

144,902 books in print  
65,879 eBooks  
20,860 eAudiobooks  
14,280 video DVDs  
312 print subscriptions

### CIRCULATION

1,677,206 total items  
checked out, including:  
587,211 children's items  
855,096 adult items  
234,899 electronic items  
618,392 holds filled

### VISITS

773,825 in-person visits  
637,118 website visits  
75,146 public internet  
sessions on 43 public  
computers

### PROGRAMS

1,247 programs & special  
events for 34,198  
attendees, including:  
837 children's programs  
with 28,007 attendees

## READ: INSPIRING ALL TO READ, VIEW AND LISTEN

Summer reading programs for children, teens and adults; a robust collection of books, eBooks, audiobooks, videos, and on-demand movies; book groups, reading recommendations, author visits, and much more! We're here to inspire and support the joy of reading, listening and viewing for all ages, interests and abilities.



## LEARN: BUILDING A STRONG FOUNDATION FOR SCHOOL



Do you have a baby, toddler or preschooler in your life? You are that child's first and best teacher! We talk, sing, read, write and play in our storytimes and other programs for young children, and offer information and early learning centers at all our locations to help you get started at home. Building these five simple, fun and powerful practices into a child's life from birth form a strong foundation for reading and learning.

Photo by Radley Muller

## 2018 STATISTICS

### OPEN HOURS

5,570 total hours open at all locations in 2018

### BUDGET

\$4,816,026, including \$4,594,829 from City of Bellingham general fund

### STAFF

48.71 full time equivalents

## OUR LOCATIONS

Central Library (downtown)  
Fairhaven Branch Library  
Barkley Branch Library

### LIBRARY CONNECTIONS

Drop boxes and holds pick-ups on campus at our academic partners:

Western Washington University, Whatcom Community College and Bellingham Technical College

### COMMUNITY DROP BOXES

Haggen stores at Barkley Village, Meridian and Sehome Village and Cordata Community Food Co-op

**ALWAYS OPEN ONLINE AT**  
[bellingshampubliclibrary.org](http://bellingshampubliclibrary.org)



## MEET: BRINGING PEOPLE TOGETHER TO SHARE & LEARN

We bring people together to share and learn, with free "drop-in" workshops and activities right in the middle of the Central Library. Popular activities include chair tai chi, arts & crafts, music, language tutoring and more -- free and open to all! Sessions are listed on our online calendar and local events listings, or drop by to see what's happening!



## DISCOVER: GETTING THE MOST FROM TECHNOLOGY

Whether you are taking a first leap into technology, upgrading an existing device, or advancing your computing skills, we can help you make the most of it! No matter what device—smart phones, tablets, eReaders, laptops and more—we provide all kinds of ways to enjoy your device and boost your technology skills, including free coaching sessions, free online classes for all levels, and thousands of eBooks, eAudiobooks, on-demand movies, music and much more.

## BELLINGHAM PUBLIC LIBRARY 2019

### BOARD OF TRUSTEES

Richard Osen, *Chair*   Rachel Myers, *Vice-Chair*  
Rebecca Craven   Jim McCabe   Vernon Damani Johnson  
**DIRECTOR** Rebecca Judd   **CITY COUNCIL LIAISON** April Barker

**Jenkins, Wendy K.**

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**From:**  
**Sent:** Thursday, May 2, 2019 7:35 AM  
**To:** LI - libraryadmin@cob.org  
**Subject:** Kanopy addition

Just wanted to say that as a very long time member of the library, you really ROCK! Your digital services have made it so I am never without a book (heaven forbid!) or magazine and now you have added Kanopy, a service I tried to get into a year or so ago. It's a very welcome addition and much appreciated; I stream Netflix, Prime and Acorn yet Kanopy has a lot of high quality films that are not available on those other services.

So great that the library keeps up to date and provides so many services.

Thank you so much!  
Steve



**Friends of the Bellingham Public Library**  
**Minutes of the Annual Meeting on April 28, 2018**

The Annual Meeting of the Friends of the Bellingham Public Library was opened at 10:10am in the Lecture Room of the Library. This event was combined with a Recognition of Volunteers.

Faye Hill made opening remarks, thanking the many Friends members and volunteers and library staff present. She focused on the importance of volunteers who support the mission of the public library. She also thanked the library staff for their outstanding work.

The minutes of the April 22, 2017 Annual Meeting were presented. Addis Chapman moved to approve the minutes as submitted; the motion was seconded by Ann Therkelsen. Motion approved.

Susan Shuhler presented the Treasurer's Report which was distributed at the meeting. She thanked Faye for her leadership and support. The change to three book sales a year, from four, due to lack of needed volunteers, led to lower income. The next two sales should bring in enough income to adequately support the library for the year.

Faye asked the officers and committee chairs to stand and be recognized. Faye mentioned various volunteer opportunities:

Publicity: Help is needed to assist Rita with the newsletter, posters and to expand the advertiser contact list. It would help if the volunteer had expertise/experience with public relations and/or graphic design and marketing.

Computer Software Programming: There is a need for someone to work with Tris Shirley on maintaining the software used by the Friends. He is willing to assist with the transition.

Raffle Basket Solicitations: Someone is needed to prepare the raffle baskets for the sales.

We need more and younger volunteers!

Faye introduced Nancy Kerr, the Interim Director. She thanked the Friends for their support of the library. Faye also thanked Janice Keller, who was unable to attend today. Other staff members in attendance were also thanked.

Faye made comments highlighting the importance of recognizing the Friends volunteers present. Each volunteer was given a small hand-painted rock and card as a small token of thanks and recognition. She also noted that there was a cart with free books available.

Faye read the two proposed By-Law changes in Article 2 (membership) and article 3 (meetings) for member consideration. Addis moved to approve the motion to change the By-Laws in sections 2 and 3; the motion was seconded by Susan. Motion approved.

Faye was given a small gift and card from the Friends in recognition of her strong leadership.

Faye introduced Katie Bray, library staff member in charge of selection of library materials, and many other tasks for the library! Katie gave a wonderful "show and tell" presentation of the Summer 2018 Good Reads.

The Annual Meeting and Volunteer Recognition adjourned at 11:10am for refreshments and visiting with Friends.

Respectfully submitted by Carol Comeau, Secretary.

# Bellingham Public Library



**Regular Meeting of the Library Board of Trustees  
Tuesday, April 16, 2018 – Central Library Lecture Room  
3:30 p.m.**

Minutes of Actions and Decisions of the Library Board of Trustees of the Bellingham Public Library as authorized by RCW 27.12.210 and SEC. 7.02 Charter of the City of Bellingham.

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- Board Members Present:** Rick Osen, Rachel Myers and Rebecca Craven
- Board Members Absent:** Jim McCabe and Vernon Johnson
- Library Staff:** Rebecca Judd, Beth Farley, Bethany Hoglund, Janice Keller, Jon McConnel, Jennifer Vander Ploeg and Wendy Jenkins
- Others Present:** April Barker, City Council Liaison; Faye Hill, Friends of BPL
- 

**Call to order and introductions:** Regular session was called to order at 3:31 p.m. by Chair, Rick Osen.

**Approve/modify agenda:** Rachel Myers moved to approve the agenda. Rebecca Craven seconded. Motion carried.

**Public comment:** No comment.

**Consent agenda:** Rebecca Craven moved to approve the March 19, 2018 Regular meeting minutes, Special meeting minutes and the March 2018 performance and activity measures and financial reports. Rachel Myers seconded. Motion carried.

**Board Chair report:** Rick and Rebecca Judd met twice with Mayor Kelli since the last board meeting. The Mayor continues to applaud the library for moving forward in many areas. Rick took the opportunity to give the Mayor a copy of Suzanne Carlson-Prandini's article in March addition of *Alki, Shelter Overwhelm: One Community's Response* (also included in the April board packet).

Rick reminded everyone that next month's board meeting will be held at Fairhaven Branch Library in the Fireplace Room.

**Board member reports:** No reports.

**City Council liaison report:** April just returned from an Othering & Belonging conference in Oakland, California. This event was organized by John Powell who is also involved with the

Equity Summit. During her absence, City Council continued the discussion on what will an equity housing assessment look like, considering if they can reverse engineer the process – work to bring in the jobs that can afford the housing or build the housing for the jobs that already exist.

April also attended the recent Women's Wealth Gap meeting where she learned that if we were able to close the gender wealth gap, 50% of children would be taken out of poverty. Many people in our society are not exposed to information and learning about wealth accumulation and asset building which is needed for upward mobility. April met with Lisa Sohni, the Outreach & Development Coordinator at Opportunity Council, who is involved with the Asset Building Coalition. At the meeting April found out that many women aged 45-65 are on an economic brink as they haven't had the opportunity to build any wealth, and now millennials also are limited in asset building opportunities. April suggested that the library might be able to play a role in providing training in asset building and financial literacy. Rebecca Judd responded that this is a good time to consider this as we work on strategic planning.

**Friends of BPL report:** Faye reported that tomorrow the Friends will be participating in a Community Conversation. She also invited everyone to the Friends' Annual Meeting, to be held on Saturday, April 27, at 10 a.m. Refreshments will be served and Katie Bray, Public Services Librarian, will be giving a book talk.

**Library Director report:** Rebecca reported that Bethany attended an ITSD stakeholder meeting. The IT department plans to expand their phishing campaign – where they send out suspicious emails to train staff to be on the look out for true phishing attempts – to all city email accounts. This will include Board email accounts. Trustees are advised to delete any email they find suspicious.

We received a \$1,000 donation in honor of Kathie, Steve and Hannah Wilson, for their work with Childlife Montessori. The funds were raised by students and families of the school. The donation will be used for Children's materials, services and spaces.

Rebecca thanked the Friends for providing a wonderful lunch for staff on Tuesday, in honor of National Library Week. She also thanked Rick for his letter to staff honoring the work they do.

Rebecca mentioned Suzanne's article that is included in the packet. The theme of this edition of ALKI, which is produced by the Washington Library Association, was *Overwhelmed/Overcome*.

Rebecca also mentioned that a new feature film focused on the issue of homelessness and libraries, *The Public*, is currently playing at the Pickford's Limelight Theater.

Rebecca invited everyone to this year's Whatcom Literacy Council Trivia Bee, on Friday, April 19, to cheer on the Dewey Decimators, the library's team.

Beth Farley announced that the library will launch Kanopy, in conjunction with WCLS, on May 1. Kanopy is a streaming film service that patrons have been requesting. With the materials



increase we received this year, we are able to add this service. Kanopy has over 35,000 films focused on 'thoughtful entertainment' – 50% documentaries; 25% feature films (world, indie, classics, award winners); and 25% learning/instructional. Public performance rights are included, as long as no admission fees are charged for viewing. Each cardholder will be allowed up to 10 films per month. The service will be soft-launched in-house and on the website, with additional marketing to occur later in the year.

**2019 Organizational Goals – quarterly update:** Rebecca Judd provided a PowerPoint presentation illustrating progress made so far this year on 7 major organizational goals (*Please see Attachment #1 for Organizational Goals 2019. All attachments are located at the end of the minutes*). These are all initiatives that require resourcing outside of our current library service delivery model – this is important to mention as maintaining our existing high level of service keeps everyone working hard.

**Facilities Committee report:** Rick reported that the selection committee (Rick, Rebecca J., Eric Johnston, and James Simpson) interviewed the two architect firms that responded to the RFQ. Both gave excellent presentations and RMC Architects was selected. A contract is being worked on. The rough, proposed timeline is the design process from late April through July; work on construction documents from August through September; go out to bid in December; with construction beginning around February. James Simpson will be the project manager.

**Strategic Planning update:** Janice Keller distributed a Spring 2019 Schedule for the neighborhood-focused and open-to-the-public Community Conversations (English on one side; Spanish on the other) and a Schedule of Community Conversations. (*See Attachment #2 for Spring 2019 Schedule and Attachment #3 for Schedule of Community Conversations*). The 3 neighborhood-focused Conversations will have Spanish language interpreters. Our publicity efforts have focused on the neighborhood-focused and open-to-the-public Community Conversations listed on the Spring 2019 Schedule hand-out. More group-focused Conversations are still in the process of being scheduled and individual ASK interviews are currently taking place. Janice added that, so far, people have been eager to talk with us. Janice encouraged board trustees to spread the word – the information is available on our website and Janice is willing to provide flyers and informational emails.

Rebecca added that Community Conversations will be ongoing through June, with a 'theming meeting' happening in July. Other pieces that will inform the strategic plan are local reports such as the studies April mentioned earlier, demographic information, plus regional and national library trend-spotting – looking at what other libraries are doing. Suzanne Carlson-Prandini will be attending the ALA National Conference in D.C. and mining the event for information.

Rachel shared that she attended the Community Foundation Conference last week in New Orleans and one of the presenting Foundations, the Coastal Community Foundation in South Carolina, had used the LTC model for their strategic plan. They found it to be an excellent community engagement, information gathering, and relationship building tool. Interestingly, when they did their 'theming', housing and economic opportunity were on their list. Rachel also attended the State of the City and County event that the Chamber hosted where

Mayor Kelli mentioned the top 3 things that came out of the most recent Bellingham survey – homelessness, affordable housing, and public safety.

**Rates & Fees structure:** Rick provided some background information: a couple of times in the past few years, the growing trend for libraries of eliminating fines for late returns has been mentioned, just as an informational item. Last year it was brought up again with the information that WCLS is very interested in eliminating late fines. The Board's Personnel & Policy committee, Rick and Rebecca Craven, met with Jon, Rebecca Judd, and Janice to explore this option. Jon provided background information, including the information in the board packet. Revenues from fines have been decreasing over the past few years as eBooks were introduced (which don't accrue fines), fines on children's items were eliminated, expired holds fees were eliminated, followed by courtesy renewals. Because this revenue goes into the City's General Fund, Rick and Rebecca Judd brought this information to the attention of Brian Heinrich, Deputy Administrator, and Mayor Kelli. The Library has the support from the City to move forward with this if the Board wishes to. Rick is hoping the Board will provide general direction on whether to continue pursuing the elimination of late fines.

Jon shared a PowerPoint presentation that is extensively based on a Kitsap Regional Library presentation that WCLS has used (*Please see Attachment #4 for Proposal to Eliminate Overdue Fines*). Jon stressed that the primary reason to eliminate fines is that public libraries are about connecting people with information and helping to instill and support a love of reading – we want to reduce barriers to this service.

The three board members present agreed to proceed with working out the procedures that need to be in place to accomplish eliminating late fines by year-end.

**New Business:**

- No new business.

**Action items for next meeting:**

- May board meeting will be held at the Fairhaven Branch Library.

**Meeting adjourned** at 4:48 p.m.

**Next Regular Library Board Meeting – Tuesday, May 21, 2018** at the Fairhaven Branch Library, 1117 12<sup>th</sup> Street, Library Lecture Room – at 3:30 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees

**Attachments:**

- Attachment #1: Organizational Goals 2019
- Attachment #2: Spring 2019 Schedule
- Attachment #3: Schedule of Community Conversations
- Attachment #4: Proposal to Eliminate Overdue Fines

# Organizational Goals 2019

**Quarter 1 Presentation to Bellingham Public Library  
Board of Trustees, April 2019**

## **Organizational Goals 2019**

1. Working closely with community groups and City of Bellingham stakeholders, update Library's strategic plan to reflect a shared vision of service for the next three to five years.

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1. Working closely with community groups and City of Bellingham stakeholders, update Library's strategic plan to reflect a shared vision of service for the next three to five years.

- In collaboration with Bellingham Public Library Board of Trustees, design process, timeline, and production of library strategic plan update that charts library direction for the next 3-5 years
- ✓ Develop and implement training for strategic plan community engagement
- Facilitate community conversations as part of strategic planning process



## **Organizational Goals 2019**

2. In partnership with City of Bellingham Public Works and ITSD, redesign main floor of the Central Library to improve patron access to collections, increase collaborative meeting spaces, and streamline workflow.



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2. In partnership with City of Bellingham Public Works and ITSD, redesign main floor of the Central Library to improve patron access to collections, increase collaborative meeting spaces, and streamline workflow.
- ✓ With Public Works, hire an architect to design Central Library main floor remodel

## **Organizational Goals 2019**

3. Implement 2019-20 Level of Service increases in the areas of Staffing, Materials, and Facilities. Develop proposal for mid-term adjustment.



## **Organizational Goals 2019**

3. Implement 2019-20 Level of Service increases in the areas of Staffing, Materials, and Facilities. Develop proposal for mid-term adjustment.

- Hire and train new security personnel
- ✓ Begin planning for Kanopy launch on May 1 in collaboration with WCLS

## **Organizational Goals 2019**

4. In partnership with Whatcom County Library System, fully implement the new Integrated Library System (ILS) to improve efficiency, security, and access to materials.



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- Implement new ILS with Whatcom County Library System

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✓ Implement new ILS with Whatcom County Library System

**DONE!**

## Organizational Goals 2019

4. In partnership with Whatcom County Library System, fully implement the new Integrated Library System (ILS) to improve efficiency, security, and access to materials.

- ✓ Implement new ILS with Whatcom County Library System
- Update procedures to reflect Polaris migration
- Implement Polaris reports and reporting-related workflow

**DONE!**

## **Organizational Goals 2019**

5. In partnership with Whatcom County Library System, update fines and fees schedule and confidentiality policy to best meet patron and Library needs.



## **Organizational Goals 2019**

5. In partnership with Whatcom County Library System, update fines and fees schedule and confidentiality policy to best meet patron and Library needs.

- Evaluate fines and fee structure to reduce barriers to library service



## **Organizational Goals 2019**

6. Evaluate current safety and security procedures and implement recommended improvements.

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## **Organizational Goals 2019**

7. Improve operational infrastructure and workflow to increase efficiency and public experience.

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7. Improve operational infrastructure and workflow to increase efficiency and public experience.

- Oversee Whatcom Reads team for completing 2019 series and evaluate roles for 2020
- Evaluate internal communication tools
- ✓ Develop and implement staff training in the area of Service to the Homeless
- ✓ Evaluate genealogy service as part of Central Library main floor remodel project

## Organizational Goals 2019

7. Improve operational infrastructure and workflow to increase efficiency and public experience.

- ✓ Update procedures to reflect new Eligibility for Library service policy
- ✓ Evaluate existing youth programs, collections, and services and implement recommendations to increase equity, diversity, and inclusion



# Questions

## What do you care about? Libraries can help.

Join our Community Conversations to talk about your aspirations for our community and how we can work together to strengthen it.

Each 90-minute conversation hosted by the Bellingham Public Library is a chance for us to better understand people's hopes for their community, the concerns they have, and what they believe might make a difference.



Our goal is to gather public knowledge, then determine where the library can help, as part of planning for the library's future. Please join us for a conversation – this is a rewarding way to meet other community members and contribute your ideas.

Questions? Call us at 360-778-7206 or visit [www.bellinghampubliclibrary.org](http://www.bellinghampubliclibrary.org)

## Spring 2019 Schedule

**Neighborhood Focus Community Conversations with Spanish language interpretation provided:**

**April 25:** 7:00 p.m. – 8:30 p.m., Bloedel Donovan Park Beach Pavilion

**May 2:** 7:00 p.m. – 8:30 p.m., Fairhaven Branch Library Fireplace Room

**May 8:** 7:00 p.m. – 8:30 p.m., Birchwood Elementary School Library

### **Other Public Sessions**

**April 27:** 1:30 p.m. - 3:15 p.m., Central Library Lecture Room

**April 30:** 6:00 p.m. - 7:45 p.m., Central Library Lecture Room

**May 2:** 3:00 p.m. - 4:45 p.m., Fairhaven Library Fireplace Room

**May 7:** 10:15 a.m. – Noon, Fairhaven Library Fireplace Room

**May 16:** 10:15 a.m. – Noon, Central Library Lecture Room

## ¿Qué cosas te importan? Las bibliotecas pueden ayudarte.

Únete a nuestras conversaciones comunitarias para hablar sobre tus aspiraciones para nuestra comunidad y cómo podemos trabajar juntos para fortalecerla.



Cada charla de 90 minutos que presenta la Bellingham Public Library es una oportunidad para que podamos comprender mejor los deseos de la gente para su comunidad, sus preocupaciones y aquello que consideran que puede marcar la diferencia.



Nuestro objetivo es relevar información del público y luego determinar en qué puede contribuir la biblioteca, como parte de nuestra planificación a futuro. Nos encantaría que te unieras a estas conversaciones, ya que será una manera muy gratificante de que puedas conocer a otros miembros de la comunidad y contribuir con tus ideas.

¿Tienes alguna duda? Llámanos al 360-778-7206 o visita nuestro sitio web: [www.bellinghampubliclibrary.org](http://www.bellinghampubliclibrary.org)

## Programa para la primavera de 2019

**Conversaciones comunitarias enfocadas en cuestiones del vecindario en las que se proporciona un intérprete de español:**

**25 de abril:** 7:00 p. m. – 8:30 p. m., Bloedel Donovan Park Beach Pavilion

**2 de mayo:** 7:00 p. m. – 8:30 p. m., Sala de lectura con chimenea de la Fairhaven Branch Library.

**8 de mayo:** 7:00 p. m. – 8:30 p. m., Biblioteca de la Birchwood Elementary School

**Otras reuniones públicas**

**27 de abril:** 1:30 p. m. - 3:15 p. m., Sala de lectura de la Central Library

**30 de abril:** 6:00 p. m. - 7:45 p. m., Sala de lectura de la Central Library

**2 de mayo:** 3:00 p. m. - 4:45 p. m., Sala de lectura con chimenea de la Fairhaven Library

**7 de mayo:** 10:15 a. m. – mediodía, Sala de lectura con chimenea de la Fairhaven Library

**16 de mayo:** 10:15 a. m. – mediodía, Sala de lectura con chimenea de la Central Library

### Schedule of Community Conversations\*

\*Schedule up-to-date as of April 15, 2019. Scheduling still underway, meetings will continue through end of June.

DATE	TIME	TYPE	LOCATION	BPL ONLINE/PUBLIC CALENDAR?	STAFFED BY:
March-June	4:30-5:30 p.m. 1* Wed. each month	CC: Cordata neighborhood	El Dorado Condo Clubhouse	Yes	Rebecca
April 2	10:15 a.m. – Noon	CC: General	Lecture Room	Yes	Bethany/Bernice
April 17	2-4 p.m.	CC: Friends	Board Room	No	Rebecca/Deborah
April 25	8:30-9:45 a.m.	CC: Staff	Lecture Room	No	Rebecca/
April 25	1-2:15 p.m.	CC: Staff	Board Room	No	Rebecca/
April 25	7-8:30 p.m.	CC: Neighborhood focus (Spanish-interpretation provided)	Bloedel Beach Pavilion	Yes	Suzanne/Elizabeth
April 26	1:30 p.m.	CC: Downtown workers, tech workers	Faithlife Corp.	No	
April 27	1:30 p.m.-3:15 p.m.	CC: General	Lecture Room	Yes	Rebecca/Katie
April 30	6-7:45 p.m.	CC: General	Lecture Room	Yes	/Elizabeth
May 1	1:30-3:00 p.m.	CC: Adult basic skills (Spanish-interpretation provided)	Goodwill training center	No	
May 2	3-4:45 p.m.	CC: General	FH Fireplace Room	Yes	Deborah/
May 2	7-8:30 p.m.	CC: Neighborhood focus (Spanish-interpretation provided)	FH Fireplace Room	Yes	Bethany/Deborah
May 7	10:15 a.m. -Noon	CC: General	FH Fireplace Room	Yes	/
May 8	4:30 p.m. – 6 p.m.	CC: Teen/Tween	Lecture Room	Yes	Jen Lov/
May 8	7-8:30 p.m.	CC: Neighborhood focus (Spanish-interpretation provided)	Birchwood Elementary School Library	Yes	Julie/Mandee
May 13	3:15-4:30 p.m.	CC: People with disabilities/Out & About group	Lecture Room	Yes (Out & About)	Beth/
May 16	10:15 a.m. – Noon	CC: General	Lecture Room	Yes	
May 16	4:00-5:30 p.m.	CC: Adult basic skills	Lecture Room	Yes	Rebecca/Deborah
May 29	4:30-6 p.m.	CC: Early childhood	Lecture Room	Yes	Bethany/
May 30	4:30-6 p.m.	CC: Elementary child	Lecture Room	Yes	Bethany/
June 6	4:00-5:30 p.m.	CC: Emergency preparedness focus	Lecture Room	Yes	Suzanne/

\*Scheduling still underway, meetings will continue through end of June.

# Proposal to Eliminate Overdue Fines

**Presentation to Bellingham Public Library  
Board of Trustees, April 2019**

Based on presentations by Whatcom County Library System and Kitsap Regional Library



# Why?



Bellingham Public Library

# Why?

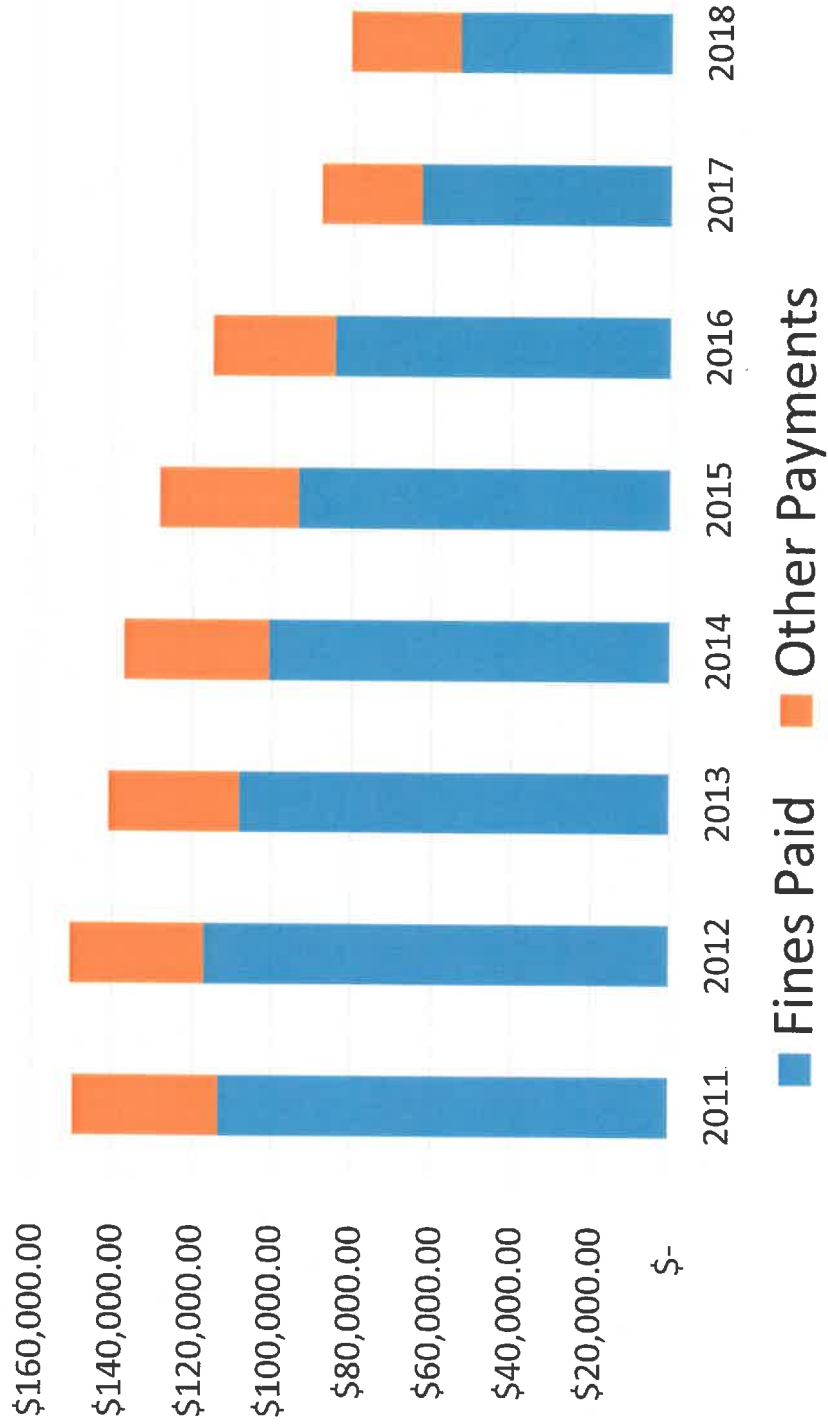
- Equity
- Improve overall patron experience
- Use staff time efficiently
- Welcome back patrons to the library
- The Library is about community and education



# What?

- Eliminate overdue fines (\$0.25 per item per day)
- Continue to recover costs for lost and damaged materials

## City of Bellingham General Fund Revenue



# “Don’t fines encourage people to return materials on time?”

- Experience from other library systems shows that fines do not change borrowing behavior.
- In 2018, 7,430 Bellingham Public Library cardholders had overdue fines (one in 8 active cardholders)



# “What’s the big deal about \$0.25?”

- Fines accrue quickly! Hit \$10 and lose borrowing privileges.

Fine/day	# items	3 Days	5 Days	7 Days	10 Days	28 Days
\$ 0.25	1	\$ 0.75	\$ 1.25	\$ 1.75	\$ 2.50	\$ 7.00
\$ 0.25	2	\$ 1.50	\$ 2.50	\$ 3.50	\$ 5.00	\$ 10.00
\$ 0.25	5	\$ 3.75	\$ 6.25	\$ 8.75	\$ 10.00	\$ 10.00
\$ 0.25	10	\$ 7.50	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
\$ 0.25	15	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
				1st Notice		
					2nd Notice	

- eBook users don’t get charged overdue fines – so if one can afford an eReader and/or prefer eReading, there’s an advantage

# A Sample of Libraries that have eliminated overdue fines

## Washington State

- Fort Vancouver Regional Library
- Jefferson County Library
- Kitsap Regional Library
- Port Townsend Public Library
- San Juan Island Library
- Sno-Isle Library System

## Other States

- Berkley Public Library (CA)
- Contra Costa (CA)
- Anythink Libraries (Adams County, CO)
- Arapahoe Library District (CO)
- Denver Public Library (CO)
- Stanley Community Library (ID)
- Oak Park Library (IL)
- Vernon Area Public Library (IL)
- Arlington (MA)
- Imagine!F Libraries, Flathead County (MT)

- Tompkins County Public Library (NY)
- Willoughby-Eastlake Public Library (OH)
- Nashville Public Library (TN)
- Davis County Library (UT)
- Salt Lake City (UT)
- Verona Public Library (WI)
- Sauk City Public Libraries (WI)
- Eau Claire (WI)

# Examples of Outcomes

## **Vernon Area Public Library, IL**

- Library materials are being returned 8 days earlier
- New cardholders increased 8%
- First-time checkouts increased 3%

## **Addison Public Library, IL**

- 1,320 blocked juvenile cards in August----425 in January

## **High Plains Library District, CO**

- Circulation up, including 16% rise in children's department

## **Salt Lake City Public Library**

- Checkouts rose 10%
- 95% of materials are returned within a week of their due date
- New cardholders up 3.5%

# A Counter Example

- Windsor, Ontario trialed being fines-free from Jan. 1, 2012 to Nov. 15, '2013. Their Board ended the trial after revenues decreased nearly \$200,000.
- During the trial, they blocked check-out, database access, and access to all other library services when a patron had 1 or more overdue items.
- Library's CEO reported, "since there were no fines, customers were keeping materials way, way longer than they should because they weren't going to be penalized. And then we had customers waiting ... getting frustrated. We were also hearing from customers that they would prefer to pay a small fine and have access ... rather than have their accounts blocked."

# Working with WCLS

- WCLS planning to go fines-free by end of 2019.
- Ideally we can both do this, together
  - Simplest messaging
  - Simplest procedures

All options are possible with our ILS





# Sources

- Library Journal, September 15, 2018 “The End of Fines?” by Lisa Peet, p. 21 – 23
- Library Journal, July 2018, “Farewell to Fines” by Rebecca T. Miller
- Kitsap Library: ‘Overdue Fine Free.pdf’
- ‘WCLS 2018-11-09 Fine Elimination project powerpoint.pptx’
- <http://www.windsorpubliclibrary.com/?p=3975>
- <https://windsorstar.com/uncategorized/windsor-public-library-reinstates-late-fees>

# Questions?



Bellingham  
**PublicLibrary**



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BellinghamPublicLibrary

**Bellingham Public Library  
Performance & Activity Measures, 2019**

			Year to Date		% of change YTD
	April-19	April-18	2019	2018	
<b>Holdings</b> - Number of materials in the library's collection					
Physical copies added to the collection	2,579	1,842	10,128	8,932	13.39%
Electronic copies added to the collection	1,367	973	5,430	4,171	30.18%
Physical copies withdrawn from collection	(309)	(177)	(1,077)	(12,884)	-91.64%
Total physical holdings			186,546	188,803	-1.20%
Total electronic holdings			91,062	63,491	43.43%
<b>Total Holdings (Physical and Electronic)</b>			<b>277,608</b>	<b>252,294</b>	<b>10.03%</b>
<b>Circulation</b> - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
<b>Central Library</b>					
Adult	59,305	57,718	228,308	238,126	-4.12%
Youth	45,830	40,578	179,735	169,105	6.29%
<b>Sub-Total Central</b>	<b>105,135</b>	<b>98,296</b>	<b>408,043</b>	<b>407,231</b>	<b>0.20%</b>
<b>Fairhaven Branch</b>					
Adult	7,270	7,521	28,481	30,641	-7.05%
Youth	2,704	2,460	9,978	9,577	4.19%
<b>Sub-Total Fairhaven</b>	<b>9,974</b>	<b>9,981</b>	<b>38,459</b>	<b>40,218</b>	<b>-4.37%</b>
<b>Barkley Branch</b>					
Adult	5,582	5,448	20,699	22,655	-8.63%
Youth	3,633	3,251	13,257	12,971	2.20%
<b>Sub-Total Barkley</b>	<b>9,215</b>	<b>8,699</b>	<b>33,956</b>	<b>35,626</b>	<b>-4.69%</b>
<b>Bellingham Technical College</b>					
Adult	79	59	264	313	-15.65%
Youth	18	12	53	69	-23.19%
<b>Sub-Total BTC</b>	<b>97</b>	<b>71</b>	<b>317</b>	<b>382</b>	<b>-17.02%</b>
<b>Whatcom Community College</b>					
Adult	379	347	1,355	1,403	-3.42%
Youth	106	103	366	331	10.57%
<b>Sub-Total WCC</b>	<b>485</b>	<b>450</b>	<b>1,721</b>	<b>1,734</b>	<b>-0.75%</b>
<b>Western Washington University</b>					
Adult	553	512	2,057	1,885	9.12%
Youth	315	249	1,107	925	19.68%
<b>Sub-Total WWU</b>	<b>868</b>	<b>761</b>	<b>3,164</b>	<b>2,810</b>	<b>12.60%</b>
<b>Online Services</b>					
NW Anytime Library Overdrive	20,836	16,971	83,415	66,376	25.67%
RBdigital	2,278	1,505	9,604	5,829	64.76%
<b>Sub-Total Online</b>	<b>23,114</b>	<b>18,476</b>	<b>93,019</b>	<b>72,205</b>	<b>28.83%</b>
<b>Total Circulation</b>	<b>148,888</b>	<b>136,734</b>	<b>578,679</b>	<b>560,206</b>	<b>3.30%</b>
<b>Holds Activity</b>					
Items placed on hold shelf	48,929	52,454	178,485	214,405	-16.75%
<b>Services</b>					
<b>Persons Visiting</b> - Number of persons counted as they enter the libraries or visit remote website					
<b>Central Library</b>					
Adult	40,420	40,447	156,061	164,120	-4.91%
Childrens	10,244	11,192	41,162	45,579	-9.69%
Fairhaven Branch	6,803	6,723	26,692	29,147	-8.42%
Barkley Branch	4,466	4,212	17,700	16,657	6.26%
<b>Total Persons Visiting</b>	<b>61,933</b>	<b>62,574</b>	<b>241,615</b>	<b>255,503</b>	<b>-5.44%</b>
<b>Website Visits</b>					
This count reflects number of visits to www.bellinghampubliclibrary.org	40,353	41,243	170,320	169,459	0.51%
<b>Bibliocommons Visits</b>					
This count reflects number of visits to Bibliocommons	12,093	11,754	47,388	49,876	-4.99%
<b>Total Website Visits</b>	<b>52,446</b>	<b>52,997</b>	<b>217,708</b>	<b>219,335</b>	<b>-0.74%</b>
<b>Computer Usage</b> - Number of sessions					
<b>Central Library</b>					
Adult & Teen (29 terminals)	5,409	5,260	20,891	21,320	-2.01%
Childrens (3 terminals)	166	196	606	666	-9.01%
Fairhaven Branch (6 terminals)	538	578	1,969	2,353	-16.32%
Barkley Branch (4 terminals)	304	280	1,119	1,083	3.32%
<b>Total Computer Usage</b>	<b>6,417</b>	<b>6,314</b>	<b>24,585</b>	<b>25,422</b>	<b>-3.29%</b>
<b>New Borrowers Registered</b>					
Central Library	373	366	1,634	1,641	-0.43%
Fairhaven Branch	37	33	171	123	39.02%
Barkley Branch	34	25	101	113	-10.62%
<b>Total New Borrowers Registered</b>	<b>444</b>	<b>424</b>	<b>1,906</b>	<b>1,877</b>	<b>1.55%</b>
<b>Programs</b> - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	103	123	455	480	-5.21%
Attendees	2,565	3,059	10,337	13,000	-20.48%
<b>Volunteer Hours</b>	<b>417</b>	<b>465</b>	<b>2,063</b>	<b>2,337</b>	<b>-11.71%</b>

LIST OF CLAIMS AGAINST THE BOARD OF LIBRARY TRUSTEES AND THE CITY OF BELLINGHAM TO BE CONSIDERED AND APPROVED AT THE REGULAR BOARD MEETING OF MAY 21, 2019, IN ACCORDANCE WITH RCW 27.12.210 AND 27.12.240.

<b>ADMINISTRATION</b>	<b>VENDOR</b>	<b>AMOUNT</b>
Key copies	Accurate Lock & Security	74.13
Creative Cloud software	Adobe	651.94
Innovative Users Group conference	Alaska Airlines	306.09
Advertisement listing	Allied Arts of Washington	100.00
Membership dues	American Library Association	162.00
Bookmarks	American Library Association store	69.71
Barcode scanner; hard drive; supplies	Amazon.com	425.62
Signs for Fairhaven Branch; handouts	Applied Digital Imaging	206.81
IUG Conference	Bellair Airporter Shuttle	80.00
Darkness to Light training	Brigid Collins	10.00
Lunch presentation	City Club	13.00
Email newsletter	Constant Contact	364.15
Printing	Copy Source	69.26
Water @ Barkley Branch	Crystal Springs	25.06
Lecture room audio/projector screen repair	Dimensional Communications	1,872.56
Whatcom Reads advertisement	Facebook	30.25
Lost Interlibrary loan item	Hillsboro Brookwood Library	22.99
Emerald City Comic Con	Hotel Max	488.18
Polaris migration & 2019 fees	Innovative Interfaces Inc	112,213.17
Conference registration	Innovative Users Group	455.00
Graphics	iStock	220.00
Security attendant shirts	Land's End	83.34
Movie license	Motion Picture Licensing	195.77
Security software maintenance	Ninite.com	21.74
2 printers	Oasys Inc.	888.94
Office supplies; copier paper; toner	Office Depot	1,375.22
Truck fuel	Reisner Distributor	164.01
Barkley operating costs	Talbot Services LLC	533.33
Microfische machine lease	Technology Unlimited	339.14
Security software maintenance	Trebron Company	3,980.59
Debt collection service	Unique Management Services	313.25
Book bin lock	Walmart	20.63
Conference registrations	Washington Library Association	875.00
Driving abstract	WA State Dept. of Licencing	13.00
B & O taxes	WSDR	8.08
	<b>ADMINISTRATION Sub Total</b>	<b>\$126,671.96</b>
<b>PUBLIC SERVICE</b>		
Library materials returned	Library Refunds	68.92
	<b>PUBLIC SERVICE Sub Total</b>	<b>\$68.92</b>
<b>TECHNICAL SERVICES</b>		
Book processing	Baker & Taylor	6,510.10
CD & DVD processing	Midwest Tape	951.40

<b>ILL &amp; tech services</b>	<b>OCLC</b>	<b>2,269.24</b>
	<b>TECHNICAL SERVICES Sub Total</b>	<b>\$9,730.74</b>
<b>LIBRARY ACQUISITIONS</b>		
Books, recorded books, CDs, DVDs	Amazon.com	242.23
Books	Baker & Taylor	22,360.88
Database	Mango Languages	2,800.00
DVDs, CDs, recorded books	Midwest Tape	10,665.82
eBooks, audiobooks	Overdrive Inc	10,178.22
Databases	Proquest	3,932.24
	<b>LIBRARY ACQUISITIONS Sub Total</b>	<b>\$50,179.39</b>
<b>GIFT FUND</b>		
Programming supplies	Amazon.com	125.15
Books	Baker & Taylor	2,444.79
Books	Center Point Large Print	291.80
Teen programming	Fred Meyer	42.75
Books	Gale	198.64
Teen programming	H Mart	13.90
Teen programming	McKay's Taphouse	35.18
Teen programming	Rudy's Pizzeria	20.00
Teen programming	Uwajimaya	38.22
	<b>GIFT FUND ACQUISITIONS Sub Total</b>	<b>\$3,210.43</b>

**TOTAL GENERAL FUND \$186,651.01**

**TOTAL CLAIMS \$189,861.44**

GL787

WKD - MONTHLY REPORT - GF

Report Format 712

Acc.Period 4 ending April 30, 2019

Transaction status 1  
Rounding to Whole Dollars

		YTD Actual	Adopted Budget	Revised Budget	Variance From Revised	%% <b>34%</b> Complete	
Dpt 0190	LIBRARY						
Grp 191	LIBRARY ADMINISTRATION						
ExO 010	SALARIES & WAGES	92,622	269,649	269,649	177,027	34.4	
ExO 020	PERSONNEL BENEFITS	42,667	130,025	130,025	87,357	32.8	
ExO 030	SUPPLIES	14,949	82,785	82,785	67,836	18.1	
ExO 040	SERVICES	228,611	359,493	359,493	130,882	63.6	
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Grp 191	LIBRARY ADMINISTRATION	378,850	841,952	841,952	463,102	45.0	
Grp 193	LIBRARY SERVICES						
ExO 010	SALARIES & WAGES	691,857	2,188,711	2,188,711	1,496,855	31.6	
ExO 020	PERSONNEL BENEFITS	325,908	1,074,991	1,074,991	749,083	30.3	
ExO 030	SUPPLIES	162,257	643,465	643,465	481,208	25.2	
ExO 040	SERVICES	7,889	66,035	66,035	58,146	12.0	
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Grp 193	LIBRARY SERVICES	1,187,911	3,973,203	3,973,203	2,785,291	29.9	
Grp 195	LIBRARY FACILITIES						
ExO 040	SERVICES	193,217	578,583	578,583	385,366	33.4	
-----		-----		-----		-----	
Report Final Totals		1,759,978	5,393,737	5,393,737	3,633,759	32.6	
=====		=====		=====		=====	

# Bellingham Public Library

Rebecca Judd, Director



## Our People

Collection Services manager Beth Farley will be retiring on July 5. I know I speak for everyone when I say thank you, thank you, thank you for all your service to the Library. There has been no better champion for our collections, for excellent service to our public, and for creating a safe environment for all. Beth, we will miss you and wish you all the very best in your retirement!

As we transition responsibilities, I am taking the opportunity to reflect on organizational needs and how the Collection Services position might be reconfigured. I hope to finalize this work in the next month so that we can post positions in a timely manner.

The Public Works custodian team was recently reorganized with James moving to the Museum and Geoff Fletcher coming to the Library as our daytime custodian. Geoff's passion for the Library comes through in the care and attention he gives to our building, and he has already won over the Friends!



Thank you to Donna Grasdock for putting together a basket for the Washington/Oregon Library Association conference scholarship raffle. Bellingham Public Library sent three staff members to the April conference: Librarian Deborah Brewer, Library Clerk Rob Werner, and Library Clerk Woody Ciskowski. On their return, Deborah, Rob, and Woody shared notes with library staff on topics such as Library service for the homeless, the upcoming 2020 Census, and new ideas for readers' advisory. Their notes will be folded into our work plan for this year, as well as the strategic planning process. Thank you to the Friends for their generous support of staff development this year.

## Our Services

From Jon McConnel, Head of Digital Services:

This past month has been a busy one on several fronts. I attended the Innovative User's Group's 2019 national conference in Phoenix for a week, which was informative. I am settling in to Ill Support after the transition from Ill Implementation. At the conference I had a meeting with the management of the Support team to get clarity on some issues, and they shared a willingness to work with us to make sure we're getting the level of support we expect.

ITSD's spring bulk-buy of computer hardware is in, and our IT team is staging deployment. ITSD has reorganized its Service Desk team, and the Library's service team has had two additional departments assigned to them, HR and Finance.

On a lighter note, I was on the Library's team for the Whatcom Literacy Council's Trivia Bee fundraiser, along with Anthony Watkins and Howard Levitt. We made it to the finals!

From Beth Farley, Head of Collection Services:



# Bellingham Public Library

Rebecca Judd, Director



**Collection Services:** In anticipation of my upcoming retirement the collection services staff are now reporting to Jon and oversight of the library's collections is moving to Bethany. I will be working with both Jon and Bethany for a smooth transition in the weeks ahead.

From Jen Vander Ploeg, Head of Public Services and Operations:

Library Assistant Sarah Miller accepted the new ILL Specialist position at WCLS. Congratulations, Sarah! Her last day was April 27. Library Assistant Yancy Bagby will be leaving the library for a new work opportunity in Anacortes. His last day will be May 24.

We have posted a staffing process to fill Library Assistant vacancies. The posting closes on May 24. In the first 3 days we had 60 applicants, so are looking forward to a strong pool of candidates.

From Janice Keller, Manager of Communications, Community Relations, and Programming:

Spring is a busy time of year for public libraries and ours is no exception. In recent weeks we completed Summer Reading printed and website materials, "soft-launched" new Kanopy services, began Whatcom READS 2020 organizing, and updated our annual "Library At A Glance" publication (enclosed) and website information.



**Librarian Suzanne Carlson-Prandini facilitates a Community Conversation in April. Photo by Janice Keller**

Our priority community relations project this spring of course is organizing, publicizing and hosting Community Conversations, designed to glean information for our strategic plan about people's hopes for our community and how we can all work together to strengthen it. At the time this report was written, we have held conversations with more than 125 people, in group settings and individual interviews. These have been rich, rewarding conversations with people who care about their community and who are eager to share their thoughts. We expect this number to keep growing as we host more discussions through the end of June.

From Bethany Heglund, Head of Youth Services:

The library's spring storytime recess is in effect, providing staff the ability to shift focus to both in-library and in-school class visits and booktalks for elementary and middle school students in advance of summer reading. The goal of these visits is to highlight the summer reading program



# Bellingham Public Library

Rebecca Judd, Director



as well as introduce students to new, exciting, relevant books to read and listen to over the summer. The best way for youth brains to remain active over the summer is through reading!

## Our Friends

The Friends of the Bellingham Public Library held their annual meeting on Saturday, April 27. Thank you to Board President Rick Osen for his words of appreciation to the Friends and to Librarian Katie Bray for her lively book talk. The Friends will be holding their Ski to Sea book sale 10 a.m. to 6 p.m. May 22, 23, 24 and 10 a.m. to 1 p.m. May 25 in the Central Library Lecture Room.

## Our Community

**Our Intrepid Dewey Decimators!** The Dewey Decimator team of Howard (of Beth and Howard fame), Jon, and Anthony made us proud at the Whatcom Literacy Council's Trivia Bee. The Decimators made it to the final round, which was NO SMALL FEAT. As the questions appeared on the screen, I thought "who would know this?" Well, the Decimators did. Thank you, Howard, Jon, and Anthony for supporting the important work of the Literacy Council.



**TRIKE RACE 2019:** In celebration of Bike to Work and School Day on Friday, May 17, Bellingham Public Library participated in the annual Trike Race. Thank you to Wellness coordinator Allison Ward for organizing. Team members included: Allison Ward, Paul Leeson, Abby Wilson, and Helen Lockerbie.

Respectfully submitted,  
Rebecca Judd

# Bellingham Public Library

## 2018 WASHINGTON PUBLIC LIBRARIES ANNUAL REPORT

### Library Information #1.1-1.28

#### Identification

1.1*	FSCS Number	WA0050
1.2*	Library Name	Bellingham Public Library
1.3*	Street Address	210 Central Ave
1.4*	City (of street address)	Bellingham
1.5*	Zip Code (of street address)	98225
1.6*	Mailing Address	210 Central Ave., CS-9710
1.7*	City (of mailing address)	Bellingham
1.8*	Zip Code (of mailing address)	98227
1.9*	County	Whatcom
1.10*	Phone Number	(360) 778-7323
1.11	Name of Library Director	Rebecca Judd
1.12	Email Address of Library Director	rjudd@cob.org
1.13	Fax Number of Library Director	(360) 778-7295
1.14	Person Completing this Survey	Jon McConnel
1.15	E-Mail Address of Person Completing this Survey	jlmccommel@cob.org

#### Reporting Period

1.16*	Reporting Period Starting Date [mm/dd/yyyy]	01/01/2018
1.17*	Reporting Period Ending Date [mm/dd/yyyy]	12/31/2018

#### General Information

1.18	Number of Resident Registered Users (residing within the Legal Service Area)	59,938
1.19	Number of Registered Non-Resident Users (residing outside the Legal Service Area)	208
1.20*	Total Combined Registered Users (1.18 + 1.19 + 1.20a)	60,146
1.20a	If you only have a Total for Combined Registered Users, report it here	N/A
1.21	Non-Resident User Fee	\$52
1.22*	Number of Central Libraries	1
1.23*	Number of Branch Libraries	2
1.24*	Number of Bookmobiles	0
1.25	Number of Other Outlets	0
1.26	Grand Total All Outlets (1.22* + 1.23* + 1.24* + 1.25)	3
1.27	Square Footage of Library System (Main and Branches)	55,670
1.28*	Legal Service Area Boundary Change	No

### Staff Information #2.1-2.6

#### Paid Staff Full-Time Equivalents

2.1*	Librarian FTEs with Master's from ALA Accredited Program	8.60
2.2	Titled Librarian FTEs <u>without</u> Master's from ALA Accredited Program	0.00
2.3*	Total Librarian FTEs (2.1* + 2.2)	8.60

2.4*	All Other Paid Staff FTEs	40.11
2.5*	Total Paid Employee FTEs (2.3* + 2.4*)	48.71
Volunteers.		
2.6	Annual Volunteer Hours	6,696

### Library Revenue #3.1-3.17

#### Operating Revenue

##### Local Government Revenue

3.1	Local (From Your Jurisdiction)	\$4,594,829
3.2	Local (From Contracting Entities)	\$0
3.3	Local (Other, Leasehold Excise Tax, etc.)	\$0
3.4	Timber Tax	\$0
3.5*	Total Local Government Revenue (3.1 + 3.2 + 3.3 + 3.4)	\$4,594,829

##### State Government Revenue

3.6*	State Government Revenue (NOT LSTA grants from State Library)	\$0
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##### Federal Government Revenue

3.7	LSTA	\$0
3.8	Other Federal Government Revenue	\$0
3.9*	Total Federal Government Revenue (3.7 + 3.8)	\$0

##### Other Operating Revenue

3.10*	Other Operating Revenue	\$221,197
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##### Total Operating Revenue

3.11*	Grand Total Operating Revenue (3.5* + 3.6* + 3.9* + 3.10*)	\$4,816,026
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##### Capital Revenue

3.12*	Local Government Capital Revenue	\$0
3.13*	State Government Capital Revenue	\$0
3.14*	Federal Government Capital Revenue	\$0
3.15*	Other Capital Revenue	\$0
3.16*	Total Capital Revenue (3.12* + 3.13* + 3.14* + 3.15*)	\$0

##### Grand Total All Revenue

3.17	Grand Total All [Operating and Capital] Revenue (3.11* + 3.16*)	\$4,816,026
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### Library Expenditures #4.1-4.24

#### Operating Expenditures

##### Staff Expenditures

4.1*	Salaries & Wages Expenditures	\$2,271,682
4.2*	Employee Benefits Expenditures	\$997,548
4.3*	Total Staff Expenditures (4.1* + 4.2*)	\$3,269,230

##### Collection Expenditures

##### Print Materials Expenditures

4.4	Book Materials Expenditures	\$329,578
4.5	Non Book Print Materials Expenditures	\$22,869
4.6*	Total Print Materials Expenditures (4.4 + 4.5 or 4.6a)	\$352,447

4.6a	If you only have a Total for Print Material Expenditures, report it here	N/A
Collection Expenditures		
Electronic Materials Expenditures		
4.7	Database Licensing Expenditures	\$22,841
4.8	Non Database Licensing Electronic Materials Expenditures	\$77,186
4.9*	Total Electronic Materials Expenditures (4.7 + 4.8)	\$100,027
Collection Expenditures		
Other Materials Expenditures		
4.10*	All Other Materials Expenditures	\$100,418
4.11*	Total Collection Expenditures (4.6* + 4.9* + 4.10* or 4.11a)	\$552,892
4.11a	If you only have a Total for Collection Expenditures, report it here	N/A
Other Operating Expenditures		
4.12	Technology Expenditures	\$268,201
4.13	Library Building Maintenance Expenditures	\$468,976
4.14	You Are a City Library and City Itself Maintains the Library Building?	No
4.15	Building Maintenance Amount the City Provides	N/A
4.16	Miscellaneous Other Operating Expenditures	\$239,957
4.17*	Total Other Operating Expenditures (4.12 + 4.13 + 4.16)	\$977,134
Total Operating Expenditures		
4.18*	Grand Total Operating Expenditures (4.3* + 4.11* + 4.17*)	\$4,799,256
Capital Expenditures		
4.19	Land Expenditures	\$0
4.20	Building Expenditures	\$0
4.21	Furniture and Equipment Expenditures	\$0
4.22	Other Capital Expenditures	\$0
4.23*	Total Capital Expenditures (4.19 + 4.20 + 4.21 + 4.22)	\$0
Grand Total All Expenditures		
4.24	Grand Total All [Operating and Capital] Expenditures (4.18* + 4.23*)	\$4,799,256

### Library Collection #5.1-5.14

5.1*	Print Materials	144,902
5.2*	Electronic Books (E-Books)	65,879
Audio Materials		
5.3*	Audio Materials, Physical Units	17,316
5.4*	Audio Materials, Downloadable Units	20,860
5.5	Total Audio Materials (5.3* + 5.4* or 5.5a)	38,176
5.5a	If you only have a Total for Audio Materials, report it here	N/A
Video Materials		
5.6*	Video Materials, Physical Units	14,280
5.7*	Video Materials, Downloadable Units	0
5.8	Total Video Materials (5.6* + 5.7* or 5.8a)	14,280
5.8a	If you only have a Total for Video Materials, report it here	N/A

## Miscellaneous Materials

5.9	Other Library Materials	2,672
5.10	Total Holdings (5.1* + 5.2* + 5.5 + 5.8 + 5.9 or 5.10a)	265,909
5.10a	If you only have a Total for Holdings, report it here	N/A
Current Print Serial Subscriptions		
5.11*	Current Print Serial Subscriptions	312
Electronic Collections (Databases)		
5.12a*	Local (Purchased by the Library) and Other Cooperative Agreements Combined	21
5.12b*	Statewide Database Licensing Project [This Field is Auto-Filled]	22
5.13*	Total Electronic Collections (5.12a* + 5.12b*)	43
Depository		
5.14	Federal or State Depository?	No

## Library Service Measures #6.1-6.33

### Annual Service Measures

6.1*	Annual Public Service Hours	5,570
6.2*	Annual Library Visits	773,825

### Reference Transactions

6.3	Reference Transactions (Non-Virtual)	N/A
6.4	Virtual Reference Transactions	N/A
6.5*	Total Combined Annual Reference Transactions (6.3 + 6.4 or 6.5a)	42,562
6.5a	If you only have a Total for Combined Reference Transactions, report it here	42,562
6.6	Does the Library offer Virtual Reference service 24 hours a day, 7 days a week?	Yes

### Collection Use

6.7*	Circulation of Physical Materials	1,442,307
6.8*	Circulation of Electronic Materials	215,760
6.9*	Total Circulation of Materials (6.7* + 6.8*)	1,658,067
6.10*	Successful Retrievals of Electronic Information (Electronic Collection/Database Use)	25,553
6.11*	Electronic Content Use (6.8* + 6.10*)	241,313
6.12*	Total Collection Use (6.7* + 6.8* + 6.10*)	1,683,620
Subsets of Circulation (breakout of different, including overlapping, components of circulation)		
6.13	Number of Renewals	405,146
6.14*	Circulation of Children's Materials	587,211
6.15	Circulation of Adult Materials	855,096
Interlibrary Loans		
6.16	Interlibrary Loans Provided to Other Libraries you share a catalog with	121,966
6.17	Interlibrary Loans Provided to Other Libraries you do <u>not</u> share a catalog with	2,546
6.18*	Total Interlibrary Loans Provided to Other Libraries (6.16 + 6.17)	124,512
6.19	Interlibrary Loans Received from Other Libraries you share a catalog with	306,595

6.20	Interlibrary Loans Received from Other Libraries you do <u>not</u> share a catalog with	5,033
6.21*	Total Interlibrary Loans Received from Other Libraries (6.19 + 6.20)	311,628

Library Programs

6.22*	Children's Programs	837
6.23*	Young Adult Programs	99
6.24	Adult Programs	311
6.25*	Total Number of Programs (6.22* + 6.23* + 6.24 or 6.25a)	1,247
6.25a	If you only have a Total for Programs, report it here	N/A

Program Attendance

6.26*	Total Attendance at Children's Programs	28,007
6.27*	Total Attendance at Young Adult Programs	2,751
6.28	Total Attendance at Adult Programs	3,440
6.29*	Total Program Attendance (6.26* + 6.27* + 6.28 or 6.29a)	34,198
6.29a	If you only have a Total for Program Attendance, report it here	N/A

Summer Reading Program

6.30	Number of Summer Reading Program Participants (Readers)	5,033
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Library Cooperative Organizations

6.31	Is the Library in Cooperation with Other Organizations?	Yes
Which Type of Organizations is the Library in Cooperation with?		
6.32a	Public Libraries	Yes
6.32b	Academic Libraries	Yes
6.32c	Medical Libraries	No
6.32d	Club Libraries	No
6.32e	K-12 Schools	Yes
6.32f	Museums	Yes
6.32g	Community Centers	Yes
6.32h	Non-Profit Organizations	Yes
6.32i	Tribal Organizations	Yes
6.32j	Other Types of Cooperative Organizations	N/A

Library Cooperative Arrangements

Which Type of Cooperative Arrangements does the Library Participate in?

6.33a	Joint Facility	Yes
6.33b	Joint Collection/Catalog	Yes
6.33c	Joint Purchasing	Yes
6.33d	Joint Reference Services	Yes
6.33e	Joint Training	Yes
6.33f	Joint Telecom Services	No

**Electronic Measures #7.1-7.32**

All Computers

7.1	Total Computers Used by Staff Only	56
7.2	Total Computers Used by General Public	75
7.3	Grand Total Computers (7.1 + 7.2)	131

Internet Computers (subset of Total Computers)



7.4	Number of <u>Internet Computers</u> Used by Staff Only	56
7.5*	Number of <u>Internet Computers</u> Used by General Public	58
7.6	Does the library provide WiFi internet access to patrons?	Yes
7.7*	Number of Wireless Sessions	N/A
Laptop Lab Computers		
7.8	Number of Laptop Labs	1
7.9	Number of Computers designated as part of a Laptop Lab, not counted elsewhere	10
Internet Connectivity		
Primary Connectivity		
7.10a	Type of Internet Access	Fiber Optic
7.10b	Internet Access Speed	>= 1 Gbps (Greater than or equal to 1 Gbps)
7.10c	Number of Computers with this Internet Connection Type & Speed	141
Secondary Connectivity		
7.11a	Type of Internet Access	N/A
7.11b	Internet Access Speed	N/A
7.11c	Number of Computers with this Internet Connection Type & Speed	N/A
Tertiary Connectivity		
7.12a	Type of Internet Access	N/A
7.12b	Internet Access Speed	N/A
7.12c	Number of Computers with this Internet Connection Type & Speed	N/A
Additional Connectivity 1		
7.13a	Type of Internet Access	N/A
7.13b	Internet Access Speed	N/A
7.13c	Number of Computers with this Internet Connection Type & Speed	N/A
Additional Connectivity 2		
7.14a	Type of Internet Access	N/A
7.14b	Internet Access Speed	N/A
7.14c	Number of Computers with this Internet Connection Type & Speed	N/A
7.15	Total Number of Computers with Internet Connections (7.10c + 7.11c + 7.12c + 7.13c + 7.14c)	141
Electronic Information		
7.16	Library's Web Page Address	<a href="http://www.bellinghampubliclibrary.org">http://www.bellinghampubliclibrary.org</a>
7.17*	Website Visits	494,250
7.18	Number of OPAC (Online Public Access Catalog) Sessions	563,834
7.19	Number of Electronic Holds Placed	440,571
7.20	Number of Electronic Renewals Placed	194,109
7.21	Percentage of Time Public Internet Computers In Use	45%
7.22*	Number of Uses (Sessions) of Public Internet Computers Per Year	75,146
Library Automation		
7.23	Automated System Vendor	SirsiDynix

7.23a	Other Automated System Vendor	N/A
7.24	Automated System Name and Version	Horizon 7.5.3
Internet Filtering		
7.25	Does the Library offer Filtering on Staff Internet Computers?	Yes
7.26	Does the Library offer Filtering on Public Internet Computers?	No
7.27	Is the Library CIPA Compliant?	No
7.28	Filtering Solution Used	Other Filtering Solution
7.28a	Other Filtering Solution	N/A
Universal Service Rate (E-Rate) Discounts		
7.29	Does the Library File for E-Rate Discounts?	No
If yes above, which E-Rate Service Discounts Does the Library Apply for?		
7.30a	Telecommunications Services	N/A
7.30b	Internet Access	N/A
7.30c	Internal Connections	N/A

### **Salary #8.1-8.123**

#### Director

8.1	Minimum	57.63
8.2	Medium	60.67
8.3	Maximum	63.70

#### Non MLS Director

8.4	Minimum	N/A
8.5	Medium	N/A
8.6	Maximum	N/A

#### Assistant Director for Management Services

8.7	Minimum	N/A
8.8	Medium	N/A
8.9	Maximum	N/A

#### Assistant Director for Public Services

8.10	Minimum	N/A
8.11	Medium	N/A
8.12	Maximum	N/A

#### Personnel Director

8.13	Minimum	N/A
8.14	Medium	N/A
8.15	Maximum	N/A

#### Manager Main Branch

8.16	Minimum	38.17
8.17	Medium	41.70
8.18	Maximum	45.57

#### Automated Systems Manager

8.19	Minimum	N/A
8.20	Medium	N/A
8.21	Maximum	N/A

#### Managing Librarian - Small Branch

8.22	Minimum	N/A
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8.23	Medium	N/A
8.24	Maximum	N/A
Managing Librarian - Medium Branch		
8.25	Minimum	N/A
8.26	Medium	N/A
8.27	Maximum	N/A
Managing Librarian - Large Branch		
8.28	Minimum	N/A
8.29	Medium	N/A
8.30	Maximum	N/A
Managing Librarian - Very Large Branch		
8.31	Minimum	N/A
8.32	Medium	N/A
8.33	Maximum	N/A
Department Manager		
8.34	Minimum	33.14
8.35	Medium	38.98
8.36	Maximum	44.83
Librarian 1		
8.37	Minimum	28.39
8.38	Medium	33.40
8.39	Maximum	38.41
Librarian 2		
8.40	Minimum	29.74
8.41	Medium	34.99
8.42	Maximum	40.24
Supervisory Library Associate		
8.43	Minimum	N/A
8.44	Medium	N/A
8.45	Maximum	N/A
Senior Library Associate		
8.46	Minimum	20.77
8.47	Medium	23.39
8.48	Maximum	25.30
Library Associate		
8.49	Minimum	19.59
8.50	Medium	22.04
8.51	Maximum	23.86
Library Assistant 1		
8.52	Minimum	13.70
8.53	Medium	15.46
8.54	Maximum	16.71
Library Assistant 2		
8.55	Minimum	18.43
8.56	Medium	20.77
8.57	Maximum	22.49
Page		
8.58	Minimum	N/A

8.59	Medium	N/A
8.60	Maximum	N/A
Superintendent of Maintenance		
8.61	Minimum	N/A
8.62	Medium	N/A
8.63	Maximum	N/A
Facilities Supervisor		
8.64	Minimum	N/A
8.65	Medium	N/A
8.66	Maximum	N/A
Maintenance Worker		
8.67	Minimum	N/A
8.68	Medium	N/A
8.69	Maximum	N/A
Custodian		
8.70	Minimum	N/A
8.71	Medium	N/A
8.72	Maximum	N/A
Bookmobile Driver		
8.73	Minimum	N/A
8.74	Medium	N/A
8.75	Maximum	N/A
Delivery Driver		
8.76	Minimum	18.43
8.77	Medium	20.77
8.78	Maximum	22.49
Public Information Officer		
8.79	Minimum	33.29
8.80	Medium	36.71
8.81	Maximum	40.47
Graphic Technician		
8.82	Minimum	N/A
8.83	Medium	N/A
8.84	Maximum	N/A
Press Operator		
8.85	Minimum	N/A
8.86	Medium	N/A
8.87	Maximum	N/A
Administrative Secretary		
8.88	Minimum	23.47
8.89	Medium	25.87
8.90	Maximum	28.52
Secretary		
8.91	Minimum	N/A
8.92	Medium	N/A
8.93	Maximum	N/A
Accounting Technician		
8.94	Minimum	N/A

8.95	Medium	N/A
8.96	Maximum	N/A
Accounting Clerk		
8.97	Minimum	N/A
8.98	Medium	N/A
8.99	Maximum	N/A
Personnel Specialist		
8.100	Minimum	N/A
8.101	Medium	N/A
8.102	Maximum	N/A
Personnel Analyst		
8.103	Minimum	N/A
8.104	Medium	N/A
8.105	Maximum	N/A
Computer Operator		
8.106	Minimum	N/A
8.107	Medium	N/A
8.108	Maximum	N/A
Collection Development Coordinator		
8.109	Minimum	33.14
8.110	Medium	38.98
8.111	Maximum	44.83
Computer Information Professional		
8.112	Minimum	N/A
8.113	Medium	N/A
8.114	Maximum	N/A
Network Administrator with Degree or Certification		
8.115	Minimum	N/A
8.116	Medium	N/A
8.117	Maximum	N/A
Network Administrator without Degree or Certification		
8.118	Minimum	N/A
8.119	Medium	N/A
8.120	Maximum	N/A
Training Coordinator		
8.121	Minimum	N/A
8.122	Medium	N/A
8.123	Maximum	N/A

## Compensation #9.1-9.36

### Benefits

9.1	FICA	Yes
9.2	Shift Differential	Yes
9.3	Longevity Pay	No
9.4	What is your Pension Type?	State

### Who is covered?

9.5	Employer Paid Medical Insurance	Employee, Spouse, and Dependents
		Employee, Spouse, and Dependents

9.6	Employer Paid Dental Insurance	
9.7	Employer Paid Vision Insurance	Employee, Spouse, and Dependents
	Who pays for?	
9.8	Long Term Disability Insurance	Employer
9.9	Short Term Disability Insurance	None
9.10	Deferred Compensation	Shared
9.11	Life Insurance	Employer
9.12	Tuition Reimbursement	None
	Holiday Leave (in days per year)	
9.13	Regular Exempt	11
9.14	Regular Union	11
9.15	Regular Other	N/A
9.16	Floater Exempt	1
9.17	Floater Union	1
9.18	Floater Other	N/A
	Vacation Leave (in hours per month)	
9.19	Minimum Exempt	10.00
9.20	Minimum Union	7.33
9.21	Minimum Other	N/A
9.22	Minimum Other	N/A
9.23	Maximum Exempt	20.00
9.24	Maximum Union	18.67
9.25	Maximum Other	N/A
9.26	Maximum Other	N/A
9.27	Limited Accrual On Vacation Leave	Yes
	Sick Leave (in hours per month)	
9.28	Minimum Exempt	8
9.29	Minimum Union	8
9.30	Minimum Other	N/A
9.31	Minimum Other	N/A
9.32	Maximum Exempt	8
9.33	Maximum Union	8
9.34	Maximum Other	N/A
9.35	Maximum Other	N/A
9.36	Limited Accrual On Sick Leave	Yes

### Branch Data #10.1-10.26

10.1*	Branch Name	Barkley Branch Library
10.2*	FSCS Number	WA0050-004
10.3*	Street Address	3111 Newmarket St., Suite 103
10.4*	City	Bellingham
10.5*	Zip Code	98226
10.6*	County	Whatcom
10.7*	Phone	(360) 778-7290
10.8	Relationship to Library	Neither
10.9*	Outlet Type Code	Branch
10.10	Metropolitan Status Code	CC

10.11*	Square Footage of Public Library Outlet (Branch)	1,420
10.12*	Number of Bookmobiles Associated with this Outlet (Branch)	0
10.13	Librarian FTEs with Master's from ALA Accredited Program	0.00
10.14	Titled Librarian FTEs without Master's from ALA Accredited Program	0.00
10.15	All Other Paid Staff FTEs	1.13
10.16	Branch Library Holdings	4,147
10.17	Annual Circulation	110,211
10.18	Hours Open Weekly (Posted)	28.00
10.19a	Open Sunday	No
10.19b	Open Monday	Yes
10.19c	Open Tuesday	Yes
10.19d	Open Wednesday	Yes
10.19e	Open Thursday	Yes
10.19f	Open Friday	Yes
10.19g	Open Saturday	Yes
10.20*	Public Service Hours Per Year (Actual Hours)	1,408
10.21*	Number of Weeks the Library was Open (Actual Weeks)	52
10.22a	If the Library was open less than 52 weeks, did the Library experience a temporary closure due to any of the following?	No
	Weather, Wildfire, other natural phenomena	
10.22b	Construction (New or Remodel)	No
10.22c	Relocation	No
10.22d	Budget	No
10.22e	Other	N/A
10.23	Total Computers Used by Staff Only	2
10.24	Total Computers Used by General Public	6
10.25	Number of <u>Internet Computers</u> Used by Staff Only	2
10.26	Number of <u>Internet Computers</u> Used by General Public	5
10.1*	Branch Name	Central Library
10.2*	FSCS Number	WA0050-002
10.3*	Street Address	210 Central Ave
10.4*	City	Bellingham
10.5*	Zip Code	98225
10.6*	County	Whatcom
10.7*	Phone	(360) 778-7323
10.8	Relationship to Library	Neither
10.9*	Outlet Type Code	Central Library
10.10	Metropolitan Status Code	CC
10.11*	Square Footage of Public Library Outlet (Branch)	44,000
10.12*	Number of Bookmobiles Associated with this Outlet (Branch)	0
10.13	Librarian FTEs with Master's from ALA Accredited Program	8.60
10.14	Titled Librarian FTEs without Master's from ALA Accredited Program	0.00

10.15	All Other Paid Staff FTEs	37.85
10.16	Branch Library Holdings	252,137
10.17	Annual Circulation	1,435,405
10.18	Hours Open Weekly (Posted)	56.00
10.19a	Open Sunday	Yes
10.19b	Open Monday	Yes
10.19c	Open Tuesday	Yes
10.19d	Open Wednesday	Yes
10.19e	Open Thursday	Yes
10.19f	Open Friday	Yes
10.19g	Open Saturday	Yes
10.20*	Public Service Hours Per Year (Actual Hours)	2,754
10.21*	Number of Weeks the Library was Open (Actual Weeks)	52
10.22a	If the Library was open less than 52 weeks, did the Library experience a temporary closure due to any of the following?	No
	Weather, Wildfire, other natural phenomena	
10.22b	Construction (New or Remodel)	No
10.22c	Relocation	No
10.22d	Budget	No
10.22e	Other	N/A
10.23	Total Computers Used by Staff Only	50
10.24	Total Computers Used by General Public	54
10.25	Number of <u>Internet Computers</u> Used by Staff Only	50
10.26	Number of <u>Internet Computers</u> Used by General Public	44
10.1*	Branch Name	Fairhaven Branch Library
10.2*	FSCS Number	WA0050-003
10.3*	Street Address	1117 12th Street
10.4*	City	Bellingham
10.5*	Zip Code	98225
10.6*	County	Whatcom
10.7*	Phone	(360) 778-7188
10.8	Relationship to Library	Neither
10.9*	Outlet Type Code	Branch
10.10	Metropolitan Status Code	CC
10.11*	Square Footage of Public Library Outlet (Branch)	10,250
10.12*	Number of Bookmobiles Associated with this Outlet (Branch)	0
10.13	Librarian FTEs with Master's from ALA Accredited Program	0.00
10.14	Titled Librarian FTEs without Master's from ALA Accredited Program	0.00
10.15	All Other Paid Staff FTEs	1.13
10.16	Branch Library Holdings	9,625
10.17	Annual Circulation	117,423
10.18	Hours Open Weekly (Posted)	28.00
10.19a	Open Sunday	No
10.19b	Open Monday	Yes
10.19c	Open Tuesday	Yes

10.19d	Open Wednesday	Yes
10.19e	Open Thursday	Yes
10.19f	Open Friday	Yes
10.19g	Open Saturday	Yes
10.20*	Public Service Hours Per Year (Actual Hours)	1,408
10.21*	Number of Weeks the Library was Open (Actual Weeks)	52
10.22a	If the Library was open less than 52 weeks, did the Library experience a temporary closure due to any of the following?	No
	Weather, Wildfire, other natural phenomena	
10.22b	Construction (New or Remodel)	No
10.22c	Relocation	No
10.22d	Budget	No
10.22e	Other	N/A
10.23	Total Computers Used by Staff Only	2
10.24	Total Computers Used by General Public	12
10.25	Number of <u>Internet Computers</u> Used by Staff Only	2
10.26	Number of <u>Internet Computers</u> Used by General Public	7

### **FOR STATE USE ONLY #11.1-11.9**

#### Administrative Data

11.1*	LIB ID	WA0050
11.2*	FSCS ID	WA0050
11.3*	Name	Bellingham Public Library
11.4*	Interlibrary Relationship Code	NO
11.5*	Legal Basis Code	CI
11.6*	Administrative Structure Code	MO
11.7*	FSCS Public Library Definition	Y
11.8*	Geographic Code	CI1
11.9*	Population of the Legal Service Area	88,500