

Regular Meeting of the Board of Library Trustees
Tuesday, May 20, 2003 - Library Board Room
04:30 PM - 06:35 PM

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

Amendment Date:

Board Members Present: Alan Kemble, H.A. Barney Goltz, Judith Wiseman, Tim Douglas

Board Members Absent: Karen Durham

Library Staff: Julie Carterson; Margaret Ziegler; Gayle Helgoe; Scott Blume; Gladys Fullford

Others: Grant Deger, City Council Liaison, Velma Wendt

Minutes approved: April 15, 2003 regular meeting

Claims approved: April, 2003 general fund \$23,752.82; gift fund \$445.48

Statistics: People are using the remote catalog heavily.

Staff Reports: A successful summer reading program is anticipated. Scott Blume explained that Whatcom County Library is sharing in the promotion and theme, "Read Up A Storm." We have a creative video promotion with the KVOS Weatherman, Greg Otterholt. The kick-off party will be June 14th, 1:00 p.m. to 4:00 p.m. at Fairhaven leading with stormy weather crafts and ending with stormy weather songs. Scott will be in Washington, D.C. with his daughter, who took first place at the State National History Day Competition.

Board: Alan Kemble spoke to the Co-Housing group. Support for the library is strong. It is intended for the library to take the initiative to speak at the 13 Neighborhood Associations. Judith Wiseman requested that the Board members develop a list of talking points.

Director's Report: Julie Carterson mentioned that she accepted Bruce Radtke's resignation. He will be retiring this summer.

The library contingent won the Judge's Award at the Junior Ski-to-Sea Parade.

Whatcom County Library System's Board voted this morning to use selected filtering. They will use 8E6 software. Julie and Joan Airioldi will come up with a date for the county board and our board to meet together in July or early August. Joan and Julie will also look at a joint procurement contract for purchasing books.

Gayle Helgoe reported that the RFP to replace the Dynix system is being circulated nationwide for vendors to respond. There are four or five vendors who may reply. We plan for two-day demonstrations in August. We will then invite a vendor into contract negotiations. We have been informed that support for the Dynix server will end March, 2004; hardware and software must be updated.

Board members shared their opinions of the public forums about a new library. It appeared people at the first forum had their own agenda and opinions on sites. People at the second forum understood the necessity of replacement and were eager to help participate in educating the public. The question expressed at the third forum was, "Why not branches?" Tim Douglas said that he noted a very palpable sense of people's anxiety about the economy and nervousness about the timing as well as the differing

opinions on a site. Barney Goltz said he was surprised at the number of people who spoke in favor of the Tube Time/Wilson Furniture location. People did not want the library to be associated with the PFD (Public Facilities District). We need to address the concerns about why we are not planning to expand this building. There were questions about moving away from downtown. Tim Douglas suggested there are two very important focal point targets for the campaign and library: The very young and the older retired population. We need to look at their needs. A public forum debriefing by Carl Oekerman will be rescheduled as a open meeting on May 29th.

Mary Swenson has been retained by the City to work with us on legal issues of a ballot measure, addressing such issues as what an appointed governing board can and cannot do. The director can only speak factually, but cannot offer opinions. Everything is subject to public disclosure. Tim Farris is interested in co-chairing a campaign cabinet. Lavelle Freudenberg of the Bellingham School District is familiar with the election issue code of behavior. Alan asked Julie to follow-up in meeting with Mary Swenson, Lavelle Freudenberg and Tim Farris. Judith Wiseman will contact Susan Trimmingham to see if she would be interested in co-chairing.

It is important to take community members on field trips to other new libraries.

Barney Goltz said we should make a point with the architects that we want this library to be the most energy efficient and sustainable.

With the volume of work we perform, we are understaffed professionally. Human Resources is studying City staffing levels, hoping to bring departmental staffing practices more in line with other cities of comparable size. Julie noted that activity levels also needed to be fed into the staffing equation.

Following a recent intense and distressing incident at the library, Human Resources arranged for an EAP (Emergency Assistance Program) counselor to counsel and debrief staff involved. Two staff workshops were conducted.

Discussion Items: Jane Lowrey has finished a draft of the confidentiality brochure.

The Board had initially decided not to participate in the feasibility study with the PFD. The City has informed us that if \$5,000 can be raised privately, there is a donor who will provide the other \$5,000 for our share of the study. The consultants would be able to tell us who would support the library and the amounts they would contribute. It would be beneficial to the library to have this knowledge if the \$5,000 could be matched. The Board would need to agree to endorse the concept of the study as a participant. Board members would be interviewed for ideas. Board members had questions about the study. Alan Kemble said he would try to have more information to share at a special board meeting May 29th.

Board members need to be available for all meetings. We need committed participation. We will update City Council in a workshop session later this summer.

Trespasses: Lee Carson, permanent; Harold Thompson, a.k.a. Frank, 60-days.

Action Items: Julie and the staff have talked at length about the budget. The fine structure we are instituting may cover the \$60,000 reduction we need to make this year. Tim Douglas moved to institute the new fines as of July 7, 2003. The motion was seconded and approved.

The maximum overdue fines need to be increased. Currently it is \$10 for adults and \$3 for children, periodicals and magazines. The suggested increase is \$15 for adults and \$6 for children's, periodicals and magazines. We do not expect this to greatly impact children. Barney Goltz moved to accept the recommended increases. The motion was seconded and approved.

The library would like to apply for a \$50,000 grant with the county to the State Library. It is LSTA funds for culturally diverse patrons. The cost would cover acquisitions, processing and making the collection

known to ethnic groups. Julie asked for an endorsement to submit the grant. Barney Goltz moved we approve the application for this grant. The motion was seconded and approved.

Communications: The Gift Fund has received \$2,000 from the estate of Vera Hansen. A donation has also been made in the memory of H. Allan Thon. A contract has been signed with Whatcom Hospice, which will provide books on death and grieving. The amount is possibly \$1,500. They have suggested titles and will do the publicity.

There will be a staff recognition breakfast May 21st. The Friends Book Sale also begins on May 21st.

Carl Oekerman will present a debriefing on the public forms

Executive Session: None.

Next Regular Meeting – June 17, 2003 will begin at 4:00 p.m. (Note time change.)

Meeting adjourned at 6:35 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees