

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, July 15, 2003 - Library Board Room**  
**04:00 PM - 05:35 PM**

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.

---

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

**Board Members Absent:** Karen Durham

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

**Others:** Grant Deger, City Council Liaison, Velma Wendt, Holly Mercier

**Minutes approved:** June 17, 2003 regular meeting  
June 10, 2003 special meeting

**Claims approved:** June, 2003 general fund \$27,156.65; gift fund \$438.99

**Statistics:** Statistics continue to show increased visitors.

**Architect Team:** Jim Zervas, Bob Ross, David Christensen and Terry Moore explained the Preliminary Building Program Report. The Library needs to expand more than Bellingham's projected population growth because of our sophisticated public's demand on the library. The architects stressed the lack of space and the constant high demand of the computers. They visited different libraries to determine efficiencies of channeling patrons and books through the library. Charettes or brainstorming sessions were held with the staff to discuss problems, solutions, trends, dimensions, staffing and adjacencies.

They then asked the Board to discuss their visions for a new library. Judith Wiseman said she would like to see a reflection of what we see in our community: Beauty -- stimulating, motivating, enduring; great lighting, not faddish. Windows should be designed in such a way you can also enjoy looking outside on a nice day. Alan Kemble would like to see a building that continues to make an esthetic statement after 30-40 years. There is interest in a "Green Building," and the possibility of expansion should be included in the initial design. Barney Goltz noted that adding on to the present building presented questions that would need to be answered by a cost estimator and engineer. The architects suggested that some of the inefficiencies of our current building resulted from constraints imposed by staff being required to work in the building during the remodel. They also stated the risk of significant cost over-runs grew with remodels and expansions, particularly in older buildings. Tim Douglas expressed a need for a space between inside and outside -- possibly roll-up doors for inclement weather. Tim also suggested a need to accommodate two large groups: Youth and older people. We need to stimulate creatively and build community.

The architects look at the functionality of how the programs work together, looking at the economies of space. The parking zoning requirements must also be considered. The final draft of the report will include the board's comments and visionary statement.

**Board Member Reports:** Tim Douglas reported on the Feasibility Study Advisory Group meeting. The fundraising campaign involvement was discussed. The draft of the program statement is an evolving document. An add-on agreement for the board resolution of involvement needs to be included.

**Director's Report:** Julie Carterson met with Britt Lee reporting that the Lee family has no problems with building on the present site.

Jim Talbot has planned for Julie to meet three elementary school principals in the Barkley Area. They would like to see branch operations in Barkley.

Julie has asked Public Works for full disclosures of the facility charges for utilities, custodial and maintenance services. The library's proposed rate structure has increased by 20% and represents 28.7% of the total costs charged by Public Works for facilities. At this rate we could not afford to double the size of the building. The book budget is \$315,000. Facility costs are \$411,000.

The first cut of the budget has been turned in to Budgeting meeting the target allocation of \$205,000 through a combination of increased fees and budget reductions. Travel recommendations were increased for 2004 to provide opportunities for staff to attend the Public Library Association meeting in Seattle. This is an excellent conference. There is the possibility of a pre or post conference workshop by Libris Design, a group that has developed CAD software for library building programs. The group was commissioned by the State of California to develop model (and modular) building programs for public libraries.

**Action Item:** Julie Carterson asked for approval of the quarterly discard of 3,427 items. Judith Wiseman so moved. The motion was seconded and approved.

**Discussion Item:** Judith Wiseman requested either pooling a list of addresses of new libraries to visit, or providing transportation for a group trip.

**Executive Session:** None.

**Next Regular Meeting – August 19, 2003 will begin at 4:00 p.m.**

**Meeting adjourned** at 5:35 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees