

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, August 19, 2003 - Library Board Room**  
**04:00 PM - 06:10 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.

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**Board Members Present:** Alan Kemble, Judith Wiseman, Karen Durham, Tim Douglas

**Board Members Absent:** H.A. Barney Goltz, Karen Durham

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

**Others:** Grant Deger, City Council Liaison, Tom Glenn, Velma Wendt

**Minutes approved:** July 15, 2003 regular meeting

**Claims approved:** July, 2003 general fund \$30,507.64; gift fund \$2,474.33

**Statistics:** Circulation has increased. Revenues are considerably higher than this time last year. Scott Blume commented on the children's summer reading program and upcoming fall schedule. Won-Ldy Paye, a Liberian storyteller, will be here for We Share A Story. He will read the story on the radio and be at an evening performance in the Rotunda Room of the Museum. Sandy Zell has been matching classrooms to those in our sister cities for pen pal or e-mail experiences.

**Board Member Reports:** Tim Douglas prepared a suggested agreement for the funding study. The Library will have an independent contract, and will receive a final report specific to the Library.

Julie Carterson, Barney Goltz, Alan Kemble and Judith Wiseman will attend the Washington Library Association training on Library Election Campaigns in Yakima

**Director's Report:** Julie Carterson spent many hours in the Budget Office. We were out of budget by \$140,000. Gary Pitcher called today with the good news that they had found the problem. The Budget Office had dropped two 0.9 fte employees from the 2004 projected budget, and their full time status had not been added back to the 2004 base which was used to figure the 7% cuts. We had actually exceeded what we were to accomplish.

Julie passed out the Environmental Impact Study produced by Huxley College students. They evaluated three sites in detail using standard delineators.

Pat Leedy, our Library Historian, presented the scrapbooks from 1891 through 1990. They are uniformly sized with archival proper paper and restored old photos and newspaper clippings. They are focused on staff activities. Pat has donated her time to this project and is researching putting a copy on CD ROM. The Friends have paid for the supplies.

The Russian librarian contingent is coming October 5th through 12th. They are interested in modern management techniques, fundraising and legislative forums. The sponsor is the Library of Congress. The Library Directors are looking for hosts, venues and interpreters. The closing reception will be at Julie's home.

**Discussion Items:** New policies regarding meeting rooms have been adopted. The Board was asked for clarification on which city groups are eligible for exemption. The Board suggested a list be made of the organizations that have applied for exemption before they reach a decision. Reservation letters are being mailed next week. The wording will reflect that exemptions are subject to policy evaluation.

The RUDAT architects proposed a study of the feasibility of redeveloping this property for \$12,000. After discussion it was decided that we will not pursue the study at this time.

After discussion of needing more publicity on the site evaluation study and the EIS study to the public, Tim Douglas moved that the Board set a time to develop strategic plan and time line to the bond election. The motion was seconded and approved. The Board will have a special meeting on September 16th at 1:15 p.m. The agenda will include strategies for presenting information to the public, a program statement of our intent, elements of our case, a time line and organization of our facts.

**Action Item:** The Whatcom Community Foundation has sent a check for the distribution of earnings for 2003. The money could be used or reinvested. Tim Douglas moved that we reinvest the earnings. The motion was seconded and approved.

**Executive Session:** Discussion of personnel matters.

**Next Special Meeting – September 16, 2003 will begin at 1:15 p.m.**

**Next Regular Meeting – September 16, 2003 will begin at 4:00 p.m.**

**Meeting adjourned** at 6:10 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees