

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, June 15, 2004 - Library Board Room**  
**03:00 PM - 05:25 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:** Chairperson: Tim Douglas, Vice-Chairperson: Alan Kemble, H.A. Barney Goltz, Judith Wiseman, David Edelstein

**Board Members Absent:** None

**Library Staff:** Gayle Helgoe; Margaret Ziegler; Jane Lowrey; Scott Blume; Iris Kaneshige; Gladys Fullford

**Others:** Grant Deger, City Council Liaison, Velma Wendt, Sue Tercek, Jacqueline Cartier

**Executive Session:** Discussion of new Director Search

**General Session Convened:** 4:05 p.m.

**Minutes approved:** May 18, 2004 regular meeting

**Claims approved:** May, 2004 general fund \$37,985.90; gift fund \$1,404.33

**Statistics:** A reduction in meeting room use continues. Rental applications are being scrutinized under the new policy.

**Board Member Report:** Judith Wiseman presented an outline of ideas drawn up at a sub-committee meeting with Alan Kemble in the Fall to list strategies for looking at a new library. Judith suggested board members look at the list and come back with suggestions to discuss at the July meeting. This would be a source document showing the visioning process. Gayle Helgoe offered to help with research once the new director is hired.

Tim Douglas talked to Rory Routh, Assistant Director of Public Works/Engineering. Rory believes the geo-technical study is of the most value at this point. The architectural study of the building could be scaled back to a limited structural study of whether the building can support more floors. The cost would be up to \$60,000. Public Works would take the lead on the project. Funding will be requested through the 2005 Capital Funds budgeting process. The City needs to know the capabilities of the building and land.

Barney Goltz moved the Board authorize the Chair and Acting Director to draft a letter to City Council and Mayor expressing our earnest interest in having a geo-technical study of the library land to determine whether or not the area is a suitable site to build and possible uses of the existing building. Judith Wiseman seconded. The motion was approved.

**Discussion Items:** Jane Lowrey explained the Whatcom Coalition for Healthy Communities has a grant from the Healthy Communities Foundation to bring national data into a web-site to compare statistical and other health information on national and local levels. Our database of organizations and clubs would be accessible through this web-site. The database would remain ours, but would have another way to be shared with the community. The web-site would give public access to a lot of information to measure and achieve greater community health in water quality, traffic, environment, etc. Bellingham was picked along with New York City and another city to be the first to develop this partnership.

The County Library Board discussed the proposed changes to the Circulation Policy this morning, but did not act. Barney Goltz suggested for greater cooperation we adopt the principle of harmonizing policies whenever possible. Individual items were discussed. This is a work in progress, and negotiations will continue. Gayle Helgoe will ask about the county's objections.

Tim Douglas asked Therese Holm, Finance Director, what a consolidation would mean. The tax basis would fall short of our current budget. The City provides lots of services such as Human Resources and Legal.

Two small changes were suggested for the Rules of Conduct Policy because of safety concerns. Barney Goltz moved adoption of the changes to the policy on Rules of Conduct. David Edelstein seconded the motion. The motion was approved.

**Director's Report:** Gayle reported that the security system has died. We may need to budget for a new system, or we could look for a used system from a library who has upgraded to radio frequency identification tags. Gayle will look into possible opportunities of purchasing a used system.

The City is trying to hold the line with a sustainable budget for 2005. The City will be looking at a staff analysis, public input process and departmental matrices of essential services, services mandated by law, and services established by policy. The capital project proposing the Barkley Drive-Thru Project is off the table for now. Gayle attended a strategic planning retreat where a number of City issues were discussed.

**Public Comment:** Velma Wendt commented in favor of allowing Skagit County residents who work in Bellingham to be allowed borrowing privileges. Tim Douglas said we are looking for a balance between helping everyone read and paying for what we do.

**Action Items:** Alan Kemble made the motion to adopt the new trespass guidelines. Barney Goltz seconded the motion. The motion was approved.

The policy to purge delinquent patron accounts that have been inactive ten years or more and are less than \$50 has the blessings of Finance Department Director, Therese Holm. The County Library plans to do the same. Barney Goltz moved for the adoption of the policy. David Edelstein seconded the motion. The motion was approved.

It was decided it was preferable to establish dates for tours of neighboring libraries in the Fall with the new director. Staff will keep a tally of libraries of interest.

A letter from Whatcom Community Foundation stated an anonymous donor is converting a charitable annuity trust to benefit the library and other entities. It will be called the Bayview Fund. The amount will be affected by the market and donor maintenance.

**Trespasses:** None.

**General Session concluded at 5:25pm**

**Next Regular Meeting – July 20, 2004 will begin at 4:00 p.m.**

**Meeting adjourned** at 5:25 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees