

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, April 19, 2005 - Library Board Room**  
**02:30 PM - 05:00 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, Faye Hill, Judith Wiseman, David Edelstein

**Board Members Absent:**

**Library Staff:** Pam Kiesner; Gayle Helgoe; Margaret Ziegler; Scott Blume; Gladys Fullford

**Others:** John Watts, City Council Liaison, Jo Zeimet, Lorna Klemanski, Cape Powers, Jon Gambrell

### **Called to Order**

**Executive Session:** Labor Negotiations. No action taken.

**Regular Session:** Agenda approved, Strategic Planning first item

**Strategic Planning:** Cape Powers, Public Works Engineer, reported the preliminary findings of the geo-technical and seismic study. The final report will be ready May 6th, and mailed for May 10th Board meeting. Rock is 80 feet below the surface. All buildings in area are on pile construction. Additional floors for library use cannot be added to the present building, may be able to add if not used as a library. The present building does not meet today's seismic codes. The building is weak in the east-west directions. David Edelstein said the Library Board needs to know if we vacated the building, what would the City of Bellingham be able to do with this building. What is the value of the building, and is it at code for an office building? These are questions for the engineers.

The building can continue to be used. There are no inherent problems. There has not been a lot of settlement. Depending on what extensions are planned, the present building would be able to stay open during construction phases. The engineers are still working on the economic feasibility of a foundation in the grassy area. They are looking at one to two parking levels and one to six floors above ground. One parking level would be easy. Two levels would be costly since it would go below the water level. Concrete would have to be waterproofed. The drilling showed six feet of peat and 10 feet of sand, which would only support a couple of floors. Is it possible to put a foundation in place for a couple floors now with the capacity of adding more floors at a later date?

**Minutes approved:** March 8, 2005 special meeting minutes approved as amended: Removed "MP3 technology" from paragraph four, and clarified fourth sentence of second paragraph on page two.

**Minutes approved:** March 15, 2005 regular meeting minutes approved as read.

**Claims approved:** March, 2005 general fund \$52,858.79; gift fund \$776.39. There is interest in more information in the quarterly report.

**Communications:** None.

**Statistics:** Statistics terminology will use "central library." Statistics have been impacted by a closed day in January, a warm and sunny February, lengthened loan times, and holds placed on line rather than in person; and those notes will be added on subsequent reports. The 2004 statistical summary bookmark was passed out.

**Materials Withdrawn:** Judith Wiseman moved to approve the 2,853 materials withdrawn during the first quarter of 2005. Alan Kemble seconded. The motion carried.

**Public Comment:** None.

**Board Member Reports:** Judith Wiseman and Faye Hill looked at the site evaluation document and visited the sites. The dollar value was assessed values. The market value could be two and a half times the assessed value.

**City Council Liaison Report:** John Watts said he appreciated Grant Deger coming to the last special planning meeting. John has received all the materials from Grant. John said the facility needs document with pictures is an excellent presentation and suggested putting the document on the library website. He also suggested filming a presentation and tour for Channel 10.

**Library Director Report:** Pam Kiesner will do an “Ask the Director” segment on Channel 10. Pam also did an interview with KVOS about current facilities and challenges. Pam will attend the Washington Library Association conference in Spokane and present the award to Ken and Phyllis Weber to honor their work on the book sales.

Pam attended the “Civic Libraries: Lessons Learned” workshop sponsored by the Seattle Chapter of the American Institute of Architects. It was an interesting presentation about what makes a good library these days. Pam also visited the Puyallup Library and talked to the Director. They are returning their automated returns system, and the self checkout stations are also not working.

Pam thanked Margaret Ziegler for being ready to do the Reference Services Report. In the interest of time this will be rescheduled for the next regular meeting.

Pam met with the WCLS Director and staff about the question of a merger and what further information we need. WCLS does not see a lot of benefits for a merger. Alan made a motion to express congratulations to Joan Airoidi in a written letter to WCLS for the action they took that led to the 2005 PEN/Newman’s Own First Amendment Award for protecting the privacy of library patron’s reading materials. Judith seconded the motion. The motion was approved.

**2006 Budget:** Pam has received a drafted timeline for the Citizen’s Advisory Committee. Malcolm Fleming is taking the lead on the city budget. Pam recommends looking at increasing the meeting room fees and possibly the non-resident borrower fee. Parks Department is also looking at rental increases. Pam will look at Park’s increases and bring back recommendations.

**Policies: Rules of Conduct.** The possibility of a permanent trespass has been left in the policy to be used only under extraordinary circumstances. The Police would deliver a permanent trespass, and the Board would have final authorization. Alan moved to approve the Rules of Conduct Policy. Judith seconded. The motion carried.

Guidelines for Deciding the Length of an Exclusion or Trespass. Judith moved for approval. Alan seconded. The motion carried.

**Strategic Planning:** The Board members will be contacted when the Geo-technological and Seismic report is received. The site selection report will be reviewed in view of the new information.

**Technology & Digitization Plan:** The State requested an updated Technology Plan, which was provided in the Board packets. Horizon’s self checkout software is not ready. Lynden is beta testing the new 3M model. If we were to choose 3M, Bellingham Public Library would receive the same price as WCLS.

**Teen Summer Reading Incentive Program:** Submitted for approval. Faye moved to approve. Alan seconded. Motion carried. Alan asked if there is an inexpensive option of making the teen area look separate.

**Trustee Education: Reference Services:** Rescheduled due to lack of time.

**Other Matters:** None.

**Next Strategic Planning Board Meeting – May 10, 2005 will begin at 2:30 p.m.**

**Next Regular Library Board Meeting – May 17, 2005 will begin at 2:30 p.m.**

**Meeting adjourned** at 5:00 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees