

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, May 17, 2005 - Library Board Room**  
**02:30 PM - 04:55 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, Judith Wiseman, David Edelstein

**Board Members Absent:** Faye Hill

**Library Staff:** Pam Kiesner; Gayle Helgoe; Margaret Ziegler; Iris Kaneshige

**Others:** John Watts, City Council Liaison, Jon Gambrell, Bill Hinely, Christine Walsh, and Daniel Dalley

### **Called to Order**

**Regular Session:** Agenda approved, Tim suggested that public comments be moved to the beginning of the meeting.

**Public Comments:** Dan Dalley addressed his concerns about building a new library, spending millions of dollars yet hearing rumors of closing the Fairhaven Library. The Board assured Mr. Daly that no firm decisions have been made.

Bill Hinely, expressed his ideas on building a new library for the future that included modern services, yet providing a place where the community can meet, have gardens, and be a model of energy efficiency. John Watts added that the City has adopted the “Green Building” codes.

**Minutes approved:** April 12, 2005 special meeting minutes approved as read.

**Minutes approved:** April 19, 2005 regular meeting minutes approved as read. John Watts reminded the Board that the Council Chambers would be available for public presentations when the time came.

**Claims approved:** April, 2005 general fund \$39,491.50; gift fund \$661.95.

**Communications:** Several had been received but had not yet been reviewed.

**Statistics:** Judith Wiseman expressed her appreciation for how the statistics are now prepared. Pam Kiesner shared that Bellingham Public Library is 4th in the nation, of comparable libraries within a 65,000 – 70,000 population. The national average of items circulating per capita: National, 6.1 items; Washington State, 9.6 items; Bellingham Library, 16. Source: *National Center for Educational Statistics*.

**Board Member Reports:** Judith Wiseman’s report will be discussed in the Strategic Planning section.

**City Council Liaison Report:** John Watts said the council takes great interest in the geo-technical study report. Public Works is presenting a parking plan later this year.

**Library Director Report:** Pam Kiesner handed out an email press release on Ballard Library branch opening with “green features”. She also announced that Bethany Hoglund has been hired as the Children’s Library Specialist, replacing Sandy Zell. Pam also did an interview with KVOS about current facilities and challenges. Pam attended Lynden Library with other staff to review the 3M self checkout system.

**2006 Budget:** Pam will do her powerpoint presentation to the Citizen's Budget Advisory Committee on 5/31/05.

Pam submitted for approval an increase in the meeting room fees. It has been four years (January 2002) since the last increase and fees for comparable Parks facilities were reviewed.

Facility	Current Non Profit	Current Other	Proposed Non Profit	Proposed Other
Lecture room	\$12.00	\$24.00	\$20.00	\$40.00
Conference room	\$8.00	\$16.00	\$10.00	\$20.00
Fairhaven Auditorium	\$15.00	\$30.00	\$25.00	\$50.00
Fairhaven Fireplace	\$10.00	\$20.00	\$15.00	\$30.00
Fairhaven Northwest	\$10.00	\$20.00	\$15.00	\$30.00

Alan moved to approve. Dave seconded. Motion carried. Fee increases were adopted and will be effective 1/1/2006.

Pam submitted for discussion the non-resident borrower fees increase to \$43.00, an average of what the taxpayer pays. We currently charge \$35.00 non-resident fees. A survey of non-resident fees charged throughout the state was done, and it varies from \$35.00 to \$80.00. Pam mentioned that in Wisconsin they have a statewide reciprocal borrowing policy that receives funding from the State Library. Pam also discussed with Joan Airoidi, WCLS Library Director, the possibility of an increase in the non-resident borrower fees and she had expressed a concern. Tim suggested that the two library boards spend some time discussing this further and no action was taken.

**Policies:** Displays and Bulletin Board. Thought this would be an easy policy for review but several versions have been developed and Tim asked that it be sent back to the Legal Department for further review. No action was taken.

**Strategic Planning:** The Board was presented with two studies at the strategic planning meeting on 4/12/05. The Board requested Cape Powers to take back to the engineers their questions. The engineers were given a month to respond. Dave hoped the response would be available in advance of the next strategic planning meeting on 6/14/05. Pam would follow up with Public Works.

Judith suggested that the board members use the long form of the selection criteria to review this site again as well as any other sites being considered. 210 Central site is now 3 possible sites (A. current; B. Lawn; and C. current + lawn = new). Tim asked Judith to review the Walton Beverage site with Faye. Judith will write up a summary on this site and have for the Board's review by 5/24/05.

Tim also addressed the plans for a 11/05 ballot measure being unrealistic. Other members agreed. John reminded the board that you can go out for a vote 6 times a year but that we would have to pay for the costs. Tim added that this would give time for the board to review all issues (Fairhaven structural needs as well as a library presence in Northeast Bellingham).

Lobby re-design: Pam shared her vision and goals, which are:

- # To create a more welcoming presence;
- # Enhance efficiency by introducing self pickup of holds, express check-out;
- # Use technology; and
- # Make ergonomic improvements for circulation staff

Pam turned the floor to Margaret Ziegler and Gayle Helgoe for an update on the lobby re-design. Margaret reported that the committee has worked to develop plans to accommodate the best we can in the current space. The copiers will be moved to the lobby wall. The vacated copier space will have new shelves added for the self pickup of holds. The reference, large type and paperback collections will be reduced to accommodate new shelves for the audio visual collection. Gayle reported that we have \$29,000 approved by the Capital Improvement Committee. Most of that money will be allocated to the ergonomic circulation desks which we will be able to take with us to a new library. We have been working with Dave Christensen who has helped design a new circulation/express checkout. We are getting closer to final drawings. Facilities department will do the demolition work as well as the electrical. The Friends will be asked to help fund the self-checkout computer system. We are trying to stay connected with the WCLS selection of a new self-checkout system to leverage a good price.

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

**Other Matters:** None.

**Next Strategic Planning Board Meeting – June 14, 2005 will begin at 2:30 p.m.**

**Next Regular Library Board Meeting – June 21, 2005 will begin at 2:30 p.m.**

**Meeting adjourned** at 4:55 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees