

Regular Meeting of the Board of Library Trustees
Tuesday, June 21, 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.

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; Gladys Fullford

Others: Donna-Lee Elke (WCLS Trustee), Joan Airoldi (WCLS Director)

Called to Order

Regular Session: Agenda approved.

Minutes approved: May 10, 2005 special meeting minutes approved with corrections on second page. Dove Toll was originally a member of the Site Evaluation Committee. "This site" was changed to "the lawn area." Code was clarified as "seismic code."

Minutes approved: May 17, 2005 regular meeting minutes approved as read.

Claims approved: May, 2005 general fund \$36,862.60; gift fund \$126.78.

Communications: A letter was received from Lois Anderson with a copy of her letter to the Bellingham Herald. She suggested a branch library on the north side and to "think outside the box."

Statistics: Tim Douglas would like to compare the present month with statistics for the same month of the previous year. This will be tried for awhile to see if it is useful. Visitor numbers are down, but circulation is up. Patrons are checking out more materials. The bins at Haggen's Barkley store are the most popular drop off other than the central library. The Haggen's bin is picked up daily and is jammed full. Shelves will be ordered next week for the self pick-up of holds. Delivery and installation will take eight weeks.

Board Member Reports: Pam Kiesner mentioned that copies of the Facility Needs Reports have been sent to the City Council members.

Tim spent time with Stowe Talbot. Work is continuing on plans for construction of townhouse residences at Barkley. They acknowledge we have a potential interest in a library presence there. Pam has asked Gayle to research library public/private partnerships. There appear to be mall types and residential types, which are combined with neighborhood development associations. Each situation is unique. Seattle has a formal funding agreement between two governmental entities. Pam added that there are different levels of service, from popular materials-only to full-service facilities. Tim suggested adding this topic to the agenda of the next planning meeting.

Library Director Report: Pam has asked Jennifer Lovchik and Deb Brewer to plan a retail approach of marketing materials towards the front of the library.

Pam did a PowerPoint presentation to the Citizen's Budget Advisory Committee in May about the 2005 budget. She has attended three of their meetings.

The Friends approved funding of digitization software, teen summer reading program activities, and three express checkout units for a total of \$25,000. We are grateful for their support. The Friends may be interested in doing more fundraising beside the book sales.

David Christensen is the architect for a building project next door to the Fairhaven Branch. They have asked for a ten foot encroachment during construction to build a retaining wall. Some landscaping is in jeopardy. We are interested in preserving as much as possible. The Mulberry tree on the boundary will go as will the hedge. The Parks Department encouraged preserving the Cypress trees. The owners want to work with us and replace the landscaping. Two issues are what would happen with the landscaping, and what would be the impact of drainage on the property. The owners came to the Fairhaven Friends May meeting. They are trying to be considerate and fair. It will be a three-story commercial building with ground level parking. The Fairhaven Library sign will still be visible from a distance. There may be a need for a safety barrier between the library property and the new green roof. The Board asked David Edelstein to meet with Dave Christensen and review the project.

Other items: Deborah Brewer has devised a Power Point program for staff on trespasses. A data drop has been installed the Board room. Pam has submitted a requisition to fill the Clerk vacancy in the Children's Library, and is waiting to hear if it will be approved. Preparations for negotiations with the Librarians union have begun. There were 300 people at the Fairhaven Summer Reading Program kickoff. Dynix, parent to our Horizon software, has announced a merger with Sirsi, which is a highly regarded company. They will provide strong service.

What are the ramifications of a WCLS and BPL merger? This might be a good time to ask a consultant to study the issues and explore the idea. Joan Airolodi talked to the WCLS Board today. A study would look at the options and cost benefits. Actual facts and answers are needed for public education. Donna-Lee Elke explained the WCLS Board's concerns are to collect information about the differences and similarities to see what the options are. Tim mentioned that the City Finance Director advised the Board that there could be a large cut in the budget with a merger. Tim suggested an elaborate study is not needed. We need to look at legal structures and possibilities. Would there be a significant savings? Alan Kemble asked about literature of other mergers. One or two members of each board will meet to explore their options.

Trustee Education: Collection Development: Linda Hodge explained the materials budget and the materials selection and maintenance process. Materials budget is currently 12% of the total budget. Selection is a shared responsibility among the librarians. The intent is to be inclusive, educational, informational, and to meet the demands of most users. Limitations are space and constraints of budget. The Friends have made donations for recorded books, large type and reference books. Allocations are 83% Adult, 17% Juvenile and 80% is printed material. Maintenance replaces damaged and lost materials. Weeding consists of looking at condition and age of materials as well as rate of use and available space. Multiple copies are driven by requests. We benefit from the WCLS collection. The amount of holds keeps growing. Popular items are constantly in transit.

2006 Budget: Pam has not asked for any additional staff for 2006. It would be hard to justify in today's budget climate. Pam, Gayle and Gladys met with Alan Kemble regarding the budget communication pieces. Pam has been in touch with Public Works about library items, such as carpeting and painting. They will be in Public Works' five-year maintenance plan beginning in 2007. RFID systems should come down in price by the time we are ready in a new facility. Technology should improve and privacy concerns will be addressed. It was recommended to keep the land acquisition cost in the capital budget for 2006. New library design costs would be increased to \$371,250, and construction costs increased to \$18,000,000. Design and construction costs would be moved to 2007 and 2008. The Board requested \$35,000 in the budget for structural review of Fairhaven Branch historic preservation needs.

Strategic Planning: Tim reconfirmed the top priorities are the current site and to discuss with the County about their site, currently a parking lot. Judith Wiseman is changing the wording of the site evaluation and

cover sheet. Pam has talked to David Christensen about pursuing a charette for creative architectural ideas and visions. Patricia Decker had mentioned bouncing the idea off other library architects, too. Questions were raised such as, is it feasible to do something on this site without using up the green space? How would it fit in with the current building? Guidance is needed on what is feasible for integrating the current to a new building.

Other Matters: None.

Next Strategic Planning Board Meeting – July 12, 2005 will begin at 2:30 p.m.

Next Regular Library Board Meeting – July 19, 2005 will begin at 2:30 p.m.

Meeting adjourned at 5:05 p.m.

Chair, Library Board of Trustees

ATTEST
Secretary, Library Board of Trustees

Chair, Library Board of Trustees

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