

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, February 21, 2006 - Library Board Room**  
**02:30 PM - 04:54 AM**

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, David Edelstein

**Board Members Absent:** Vicky Marshall

**Library Staff:** Pam Kiesner; Scott Blume and Iris Kaneshige

**Others:** John Watts, City Council Liaison, Harry Skinner and Margaret Ziegler

### Called to Order

**Executive Session:** To consider acquisition of real property by lease or by purchase

**Regular Session:** Convened at 3:25 pm

**Agenda Approved:** Alan Kemble moved, Faye Hill second and approved.

**Minutes approved:** January 17, 2006 regular meeting minutes approved as read.

**Claims approved:** January, 2006 general fund \$60,379.61; gift fund \$200.98. Alan Kemble inquired about the Debt Collection Services. Iris Kaneshige reported that she will provide a summary of services at the March meeting. Alan Kemble also confirmed the \$14,667.06 expense to MGM Solutions for monitors/barcode scanners/receipt printers was for the implementation of express checkout hardware, and it was. Pam noted the 2005 year end budget summary was available for the Board's review.

Pam provided the Board with a response to last month's question regarding the use of the GALE databases (purchased through the Secretary of State). In 2005, 4000 sessions (access to the variety of databases) occurred. Top 4 resources used in the GALE database were:

- # Biography resource center
- # Biography/Genealogy Index
- # Health and Wellness Resource Center
- # Business & Company Resource Center

**Statistics:** The numbers keep going up, with a 6.3% increase in circulation between January 2005 and 2006. Reference questions are up as well. Pam answered a question raised last month regarding the **\*\*\*Holds placed includes holds placed in-house @ BPL/FH and remote users through out WCLS. Stats for just BPL/FH will be available in the near future.** Unfortunately, we can't separate the use between BPL/FH and WCLS at this time, therefore the comment will be removed.

**Communications:** A letter from a patron complaining about a customer service related issue was copied to individual board members. Pam explained how she handles such matters and Iris Kaneshige explained how wayward materials are handled by the public service staff.

Mr. Harry Skinner was present to review his letter and mockup of a possible library design in the current location to the Board. First of all, Mr. Skinner apologized for not having all the information and was not aware that the Bellingham Planning Group had already done a number of site design concepts. He also

advised the Board that the Civic Center building was not code approved. As the county's previous Public Works Facilities Manager he advised the Board that he would be willing to offer help in any way.

Scott Blume commented on his email that he had sent to the Board. He encouraged the Board to explore the waterfront as a possible library site.

John Watts asked if all Board members had a chance to read the editorial in the Whatcom Independent? John Watts stated that he would be willing to write a response for the Board to review.

**Public Comment:** This time was incorporated with the communications period.

**Strategic Planning:** Tim reported that he spoke with Dewey Desler regarding the property to the south of the Library. The county has entered into a 2 year lease fixed price with purchase option at the end of 2 years. Tim suggested that the Board move ahead with finalizing the review of the site options, also to proceed with plans for preliminary design work within this year. Alan agreed. John W stated that a statement of needs should be in place.

Pam reported that two other issues the Board must work on this year are the Fairhaven structural review (which is in the 2006 budget) and a Northside presence. John W said that "presence" needed to be defined, it was a bit vague.

Pam circulated an example of a library "presence:" a kiosk at a community center, staffed by volunteers for the Timberland Regional Library system.

Pam said that she would put together additional information for the March meeting. Tim added that if the board had any input, to send directly to Pam.

**Reports:** John W reported on the council's retreat. Tim asked for any other board comments. Dave commented that it will be important to start thinking about funding "seed monies" for advertising the Library's bond.

**Director's Report:** 114L contract was approved by City Council. 114 has a tentative agreement. 114L & 114 have Memorandums of Understanding to review new classifications and staff is involved in reviewing their job descriptions. The 2 new positions (Assistant Director and Information & Reader Services librarians) will close on 2/24, Friday. The library has new applications and Guide to Loan Policies in Spanish and Russian.

**Other Matters:** None.

**Next Regular Library Board Meeting – March 14, 2006** will begin at 2:30 p.m.

**Meeting adjourned** at 4:54 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees