

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, December 18, 2007 - Library Board Room**  
**03:15 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: David Edelstein, Vice-Chairperson: Faye Hill, Vicky Marshall, J. Robert Gordon, Marilyn Mastor

**Board Members Absent:**

**Library Staff:** Pamela Kiesner; Scott Blume; and Gladys Fullford

**Others:** John Watts, City Council Liaison, Amory Peck, WCLS Trustee, Thomas Hacker, Kacey Jurgens, and Robin Wilcox of Thomas Hacker Architects, Brad Cornwell and Chris Mead of RMC Architects, Stan Snapp, City Council, Jack Weiss, Sam Taylor, Bellingham Herald, Ian Tyson, Whatcom Independent, Tim Douglas, and Mayor Dan Pike

**Called to order:** Regular session was called to order at 3:15 p.m. by Chair, David Edelstein.

**Public comment:** Amory Peck, Chair of Whatcom County Library System Board, said hello from WCLS and was delighted to see Vicky Marshall at their Board meeting this morning.

**Library building program phase:** Thomas Hacker explained that their team is hired to develop the building program, which describes what the new library needs to be and should be, and it will be a guide to the architect for building design. Thomas Hacker Architects are developing a series of cost models based on program size and several parking options, and the costs are estimated in 2010 dollars. Additional parking may be funded by the Parking Commission, who could manage the parking for a fee. The Metropolitan Group is working on a telephone survey possibly for mid-January. We are working towards a May ballot measure.

Kacey Jurgens mentioned there was a lot of support expressed for the project at the planning meetings and focus groups, and the community's input is reflected in the program as it is developing. Jan Feye-Stukas has looked at cities comparable in size and growth and at the staff's program recommendations. The building program she has developed so far is approximately 80,000 square feet. It includes two meeting rooms and smaller study rooms for 1 to 6 people. The Children's department and book collection is larger; all library materials are on shelves open to the public, rather than in storage; five and 1/2 foot shelves are planned for easy access; there are quiet places to read and added computer space, including a computer lab; the program includes a teen zone.

Thomas Hacker expects the program to be reduced through review to 70,000 to 75,000 square feet and in relation to the ability to pass a bond. The present library is 44,000 square feet. The bond would only include required library parking. If the Parking Commission will fund more, that will be added. Four potential site configurations were shown to the Board. They are sketched in order to get people to talk about their ideas and to arrive at an accurate cost model.

Mayor Dan Pike arrived and was introduced. The Mayor said he was a long time user of the library. He appreciates the Board's work. He thanked them and looks forward to working with them.

Some ideas from a pre-workshop with City staff included a possible parking entrance at Lottie Street. Traffic could go under Lottie Street and take up less library space. Perhaps make Lottie Street one way. It may be prudent to keep open the option for leaving the current building up while constructing the new one. Concerns have been expressed that it would not be a good environment for staff and public, and that this may limit the architectural possibilities.

There will be a public meeting (joint work session) toward the end of January or beginning of February. A presentation about the bond issue will be made to City Council in February. There is a March 28th deadline for the May ballot measure.

**Library Board transitions:** Nominations were open for officers for 2008. Vicky Marshall nominated keeping the same people, David Edelstein as Chair and Faye Hill as Vice Chair. The nominations were closed. The nominations were approved.

J. Robert Gordon has been reappointed to a full 5-year term beginning in January.

**2008 City holidays and library closures:** The 2008 designated City holidays were previously set with union approval. Easter Sunday is not a City holiday, but it has been the Board's practice since 1992 to be closed as well as being closed on summer Sundays, June through August. Faye moved to keep the same schedule with the closures on Easter, March 23rd, and Sundays from June 1 through August 31. Vicky Marshall seconded. The motion carried.

**Minutes approved:** November 20, 2007 regular meeting minutes approved. David Edelstein abstained because he was not present at the November meeting.

**Claims approved:** November, 2007 general fund \$86,801.74; gift fund \$34.64

**Library Performance & Activity Measures for October:** There has been a 7% to 10% increase of 2007 over 2006 by month. Pam Kiesner expects new records to be set this year: 1.3 million circulation and 800,000 visitors. Pam explained to Mayor Dan Pike that Bellingham Public Library is in the top cities of similar size in the nation for circulation per capita. The November Library Performance & Activity Measures were approved.

**Communications:** None.

**Board Report:** Vicky Marshall showed a picture of Mayor Tim Douglas and an honoree at the Maude Hayes Fischer awards, when students are recognized for their reading efforts. They were again recognized at a recent School Board meeting.

Vicky said the Friends of Library used book sale made \$7,300.

Vicky attended the WCLS meeting this morning and brought a sample welcome sheet for visitors to complete. WCLS has a wonderful brand new logo.

Faye Hill thanked Vicky Marshall for her work on the Maude Hayes Fischer awards. Faye also reported that Fairhaven's birthday party on Saturday went well with 75 to 80 people. It was a fun day. Faye read an excerpt from the guest book that thanked the library for knowledge, civic meetings, dances and described the library as the focal point of their world.

David Edelstein recognized the presence of Tim Douglas at the meeting; he is at the top of the list of citizens who do public service and make Bellingham the great place it is. Tim Douglas said he has ceded that spot to Mayor Dan Pike, who is working up a head of steam working with people.

**Director Report:** Pam Kiesner had a conversation with John Servais at the Fairhaven birthday party and will meet with him early in 2008. Some clarification may be necessary on the relationship between Fairhaven and Bellingham Friends; Fairhaven Friends are currently a committee of the umbrella Friends of the Library organization.

A Security and Safety Committee has been formed with library staff, H.R. staff, and union representatives. The committee is bringing forward a request for security staffing among other recommendations for improvements to staff and customer safety.

The Collections Policy will be ready for the January meeting. A calendar of 2008 meetings and topics will be presented at the January meeting. Pam asked the Board what topics they would like to hear. Ideas include someone from the Friends, and Alan Marriner could speak on open public meetings and public disclosure.

David Edelstein asked to have a Special Board meeting regarding ballot measure steps, protocol, and laws. This will take place January 3, 2008 at 4:00 p.m. in the Library Board Room.

**Next Special Library Board Meeting – January 3, 2008** will begin at 4:00 p.m.

**Next Regular Library Board Meeting – January 15, 2008** will begin at 4:00 p.m.

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

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees