

Regular Meeting of the Board of Library Trustees
Tuesday, February 27, 2007 - Library Board Room
02:00 PM - 04:25 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: David Edelstein, Vice-Chairperson: Faye Hill, Vicky Marshall, J. Robert Gordon, Marilyn Mastor

Board Members Absent:

Library Staff: Pam Kiesner; Lizz Roberts; Iris Kaneshige

Others: Therese Holm, Finance Director, Joan Hoisington, City Attorney, Myron Carlson, City Facilities Manager, Tom Glenn, Friends, Velma Wendt, Stan Snapp, Sam Taylor (Bellingham Herald), Barbara Lancaster, Noel Collamer, Marilyn Olsen, Ralph W. Thacker, Claude Hill, and Alan Kemble

Called to Order: Regular session of the Bellingham Public Library Board of Trustees was called to order at 2:01 p.m. by Chair David Edelstein.

Pam Kiesner welcomed staff member, Iris Kaneshige, who is taking minutes of the meeting, and suggested that the Agenda item #7 be modified. By Board consensus, item #7 was changed to Review/consider the recommendations for the Fairhaven Condition Assessment Report.

Public Comment: Noel Collamer, Friends of Fairhaven Library expressed concern that today's Fairhaven Condition Assessment Report discussion was not mentioned at the Friends of the Fairhaven Committee meeting, and felt that it was important to have reviewed and have an opportunity for input. Pam Kiesner stated it was our intent to have public input. The Board has been discussing the report since it became available in November, 2006. The Assessment Report is posted on the website, and there will be further opportunity for public comment.

Barbara Lancaster asked if there was a cost estimate for the Central Library and what is the amount of the bond? Dave Edelstein responded that repairs to Fairhaven Library may or may not be related to the Bond. The Board will review carefully the cost estimates for Fairhaven, but there are no numbers at this time for Central Library or for a future bond.

Minutes approved: In the Director's Report, Pam asked the Board to consider whether the meeting minutes should continue to be recorded and whether a condensed meeting minute summary capturing the essence would be acceptable? If we record the meetings, the tapes must be retained for 6 years.

J R Gordon made a motion to not record the meeting, and report the essence of the meeting (i.e., decisions, motions, actions). Faye Hill seconded. The motion failed after much discussion. The discussion was tabled for a decision next month.

January 23, 2007 meeting minutes approved.

February 6, 2007 special meeting minutes approved.

Trustee Education: Therese Holm, City Finance Director and Joan Hoisington, City Attorney were introduced to discuss the Library Funding Options. (See handout)

J. Gordon asked if a North side presence lease would qualify under the Voted Bond Levy. Therese and Joan responded that it would be ok under #1 (Levy Lid Lift) but it would have a 9 year lease payment limit.

The discussion moved to Campaign Reminders with Joan Hoisington. The Dos and Don'ts of Ballot Measures was handed out and discussed.

Claims approved: January, 2007 general fund \$42,000.92; gift fund \$2,099.36; REET fund \$3,250.00

Donations to the Library Gift Fund for 2006: \$10,262.93:

Donated by: In Memory/Honor of:

Bernice L Peterson \$ 100.00 Velma Wendt
Phyllis Shacter/Alan Alberts 50.00 Book Fund
Roger Anderson 30.70 Grace Bailey
Friends of BPL 9,852.76 Digital Audiobooks, Books, Foreign
Language CDs, Magazine Fund
Lucille Sheldon 10.00 Outreach
David A Evans 21.35 Madison Grace Berggren
Henry & Joy Broach 50.00 Sitara Williamson
Kathleen P. King 50.00 Marian Sanders Imhof
Stephanie Cullen 20.00 Ruth Brune
Whatcom Weavers Guild 27.95 "Adopt a magazine"
Monday Club 28.17 Michaela Boynton
Alice Rohweder 22.00 Marilyn Hughes

A copy of the Agenda Bill for the March 12th City Council meeting to remove the \$5 million in bond revenue and corresponding expenditure in Capital Outlay from the 2007 Library Budget was included for the Board's information, requiring no action.

Strategic Planning - Fairhaven Condition Assessment Report: Pam introduced Lizz Roberts and Myron Carlson, City Facilities Manager to review the recommendations by BOLA Architects. A list of repairs with priorities 1, 2, and 3 levels totaling \$1,773,991.00 was presented to the Board. One of the largest repair costs identified is replacing the stucco. Marilyn Mastor asked if the stucco could be taken off completely and restored to the original brick. Dave Edelstein said it was important to ask BOLA for the alternatives. Myron will follow up with BOLA.

Pam asked Lizz to explain what was left in our contract to complete by BOLA. Lizz responded that as a part of the project there are 3 elements that remain:

Conduct a public meeting with the library and the public

Make suggestions/conversations with staff

Perform non-destructive testing with Geiger Engineers

Dave asked what is the next step. Pam suggested that a public presentation prior to Board accepting the report's recommendations is the next step, and will schedule it.

The next Strategic Planning work session was scheduled for Tuesday, March 6, 2007 in the evening. David suggested that there be a map available for visual aid. Pam also reported that she and Lizz would be attending the Cordata Summit on March 6, as well as the Cordata neighborhood meeting on March 13th.

Pam reported that Linda Langey sent a letter to the City Council and Mayor. Pam and Lizz met with the Community Food Coop, and they are very much interested in a partnership at the North side store which is scheduled to open April, 2008. Pam and Lizz will be hosting a series of brown bag lunch presentations on the following Tuesdays:

March 6th: Comprehensive Citywide Library Services, PowerPoint presentation

March 13th: Bellingham Public Library - The Rest of the Story, BTV10 feature

March 20th: Fairhaven Condition Assessment and improvement plans

March 27th: Citywide Library Services study and a north side presence

Each session is from 12:15 to 12:45 in the Lecture Room at the Bellingham Public Library. Sessions will include a presentation by library administration and an opportunity for questions and input from the public

Policies: Two policies were reviewed and approved.

Writing Off Circulation Accounts Receivable – new policy

Confidentiality – revised policy

David reminded all Board members that if at any point they felt a policy needed to be introduced or amended, it was their responsibility to bring it forward.

Communications: None directly to the Board. Pam reported that her letter to the editor was published in the *Whatcom Independent*. Tim Johnson from the *Cascadia Weekly* will be interviewing her on 2/28/07. Pam also reported that an article was submitted to the City of Bellingham's Neighborhoods Newsletter. The Library is a feature in the BTV10's Inside Bellingham for March. Pam handed out a draft copy of the Library Planning News FAQ, as well as the March calendar of events. Finally, the monthly Library in the News articles were passed around the table.

Statistics: The monthly statistics reported to the Board has been revised. This presentation mirrors the Annual Performance & Activity Measures we report to the City and State. We will provide details for circulation and meeting room use twice a year.

Board Member Reports: Faye Hill reported that she spoke with Alan Henner who indicated that parking was a must. Faye also reported that she had heard the property south of the Fairhaven Library had sold.

David wanted to make sure the Board members had a chance to read the article on Library Foundations in the ALKI newsletter.

Vicki reported the JAZZ series have been wonderful and reminded everyone that the Friends used book sale is coming up the week of March 8th.

Next Special Board Meeting – March 6, 2007 will begin at 5:30 p.m.

Next Regular Library Board Meeting – March 20, 2006 will begin at 2:00 p.m.

Meeting adjourned at 4:25 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees