

Regular Meeting of the Board of Library Trustees
Tuesday, March 20, 2007 - Library Board Room
02:00 PM - 04:15 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

Board Members Absent: Marilyn Mastor

Library Staff: Pam Kiesner; Lizz Roberts; Gladys Fullford

Others: Tom Glenn, Friends of BPL

Called to Order: Regular session was called to order at 2:00 p.m. by Chair David Edelstein. The agenda was approved.

Public Comment: Tom Glenn congratulated the Board for the enormous task they have before them and the open way they are going about it.

Minutes approved: January 17, 2007 joint work session with the Board of Library Trustees and Bellingham City Council approved as read.
February 27, 2007 regular meeting minutes approved with correction that next regular meeting is March 20, 2007.
March 6, 2007 special meeting minutes approved as read.

The continuation of recording minutes was brought back to the table from the February 27, 2007 meeting. Meetings will continue to be recorded and stored digitally.

Claims approved: February, 2007 general fund \$58,334.09; gift fund \$2,298.20;

Communications: None.

Statistics: There were incredible increases in all performance measurements. Circulation up 8.13%, visitors up 16.40%, and website visits up 26.66%. David said staff have done their jobs well, and are to be commended for their efforts.

Strategic Planning Updates:

Fairhaven: Fairhaven has a new ergonomically correct desk and self check-out. This was funded in partnership with the Friends.

There were good questions at today's brown bag session on the Fairhaven Condition Assessment. There will be a session on April 5 at 6:30 p.m. at Fairhaven with the BOLA architect and Myron Carlson, City Facilities Manager.

BOLA will send a letter to us to explain the change in escalation costs beyond 2006. Cost estimators are now using 8 to 12% cost increases year over year, and BOLA recommends this change.

The property next to Fairhaven Branch has been purchased by Haggen, and it is reported that Haggen has no plans at present. The Board discussed whether to pursue the property with Haggen. Reasons cited included: the property could be held for future expansion and/or used for more parking, and the community is growing. The Board discussed asking the community to underwrite property for later use and whether it could be included in a bond. It was decided that Pam will set up a meeting with Vicky

Marshall, Faye Hill and Rick Haggen to let him know there is library interest in the property and to ask him to consider the library if Haggen decides to develop or sell it in the future.

Due to weather conditions, the non-destructive testing of the stucco and brick at Fairhaven Branch is scheduled for May. A 5' X 5' area will be tested. Specifications called for red mortar. There is a question whether it might contain lead.

Jackie Lynch, the City's representative on historic preservation will also be attending the April 5th meeting at Fairhaven.

Pam and Lizz attended the North side neighborhood meeting, talked about our planning process, and handed out surveys. The neighborhood association is doing their own survey. Linda Langey will be contacted to find out their survey results. They had questions about service to the North side, the Central Library, and parking.

Lizz is working on a table of incremental library services and their costs, expanding on the grid in the Library Services Study. The next work session will focus on Fairhaven and the North side.

Central Library: Pam met with Patricia Decker and Dick McKinley about our projects and discussed next steps such as moving forward with a firm building program statement. The statement would define adjacencies, size, and cost estimations. The Board agreed that working with a library consultant is an appropriate next step and that Pam will begin writing an RFP. A consultant's expertise could help with the North side, too. Pam also spoke with Dick about sequence, and the appropriateness of waiting to hire an architect until after the bond vote.

Pam has already had enquiries from interested firms.

Pam spoke with Dick about project management and how this is orchestrated from the city and library perspective. Dick McKinley is willing to do whatever we want regarding a Project Manager. It is preferable to include a Project Manager from the city side from the beginning of the process so that they understand our needs. David suggested using the term Owner's Representative, who works for the Board and City Hall, and who might be a City employee. Dick is very supportive and will talk to his staff about devoting a person to the project in 2008 – 2009.

Dates for Future Work Sessions: The Fairhaven condition presentation is April 5th at Fairhaven. Board members are asked to bring their calendars to the April 17th regular meeting to set a date for work sessions.

Policies: Vicky and Faye volunteered to work with Pam on the Library Board of Trustees Bylaws. Their suggestions will be forwarded to other Board members for discussion at the next board meeting.

Reports:

Board: Vicky has thoroughly enjoyed the jazz presentations. It was a great offering to the community. Vicky thanked Lizz and Violet for their work.

Director: Pam passed the Bellingham Public Library in the news report around the table.

The Head of Information and Reader Services position recruitment closed on March 15th. Interviews will be set up for April.

The City has several people leaving office or their positions this year. This means many changes ahead and an interesting upcoming election.

Pam meets regularly with area library directors from BTC, WCC, WCLS, WWU, and Bellingham Public Schools.

Pam met with the Chief of Police about library security. He will ask the bicycle officers to regularly walk through the library.

Jan Walsh, State Librarian, has been invited to meet with staff and Board members in May. She will talk about libraries in the 21st century.

We have received a marketing grant. It will be a full day of marketing expertise from the Metropolitan Group.

Executive Session convened at 3:25 p.m.: Annual review of the Library Director.

Regular Session reconvened at 4:10 p.m.: The annual review of the Director was accomplished.

David suggested that tape recordings of meetings should be back on the agenda for the next meeting since not all Board members were present today. The previous decision would stand, but he would like it to be reconsidered by all five Board members.

Next Regular Library Board Meeting – April 17, 2007 will begin at 2:00 p.m.

Meeting adjourned at 4:15 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees