

Regular Meeting of the Board of Library Trustees
Tuesday, July 17, 2007 - Library Board Room
02:00 PM - 04:30 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; Scott Blume; Diana Black; Deborah Brewer and Gladys Fullford

Others: John Watts, Council Liaison, Tom Glenn, Friends of BPL, Margaret Ziegler, Velma Wendt, and Myron Carlson, Facilities Manager

Called to Order: Regular session was called to order at 2:00 p.m. by Chair David Edelstein. The agenda was amended to present Fairhaven Condition Assessment first.

Strategic Planning: Myron Carlson reviewed BOLA's final report with the Board. The Fairhaven south side mortar is in poor condition and re-grouting would cost an additional \$110,000 to the costs identified already in the study. The north side is soft and scrapes out easily. Questions were raised if the life of the grouting will outlast the life of new stucco, if all the mortar should be replaced, and about seismic reinforcement. BOLA gave the condition report without recommendations. Myron will ask Pioneer masonry for their expert advice in restoring the building, to get clarification of the Board's questions and to find out about options and possibilities. Myron will also ask him to come to a Board meeting to answer questions.

Public Comment: Velma Wendt stated she has been asked questions if there is any point when Fairhaven costs so much it would be closed. The Board stated that this has not been discussed, and believe the building has too much value to contemplate closing it. Renovation is costly, and the community needs to look at the options. BOLA has stated the building is not in bad shape, but needs attention and fixing.

Minutes approved: June 19, 2007 regular meeting minutes approved.

Claims approved: June, 2007 general fund \$44,129.05; gift fund \$1,484.36; REET fund \$1,750.00

Library Performance & Activity Measures for June: Approved

Communications: Pam Kiesner replied to an earlier letter from Joel Douglas regarding the Tweet collection. The letter in the Board's packet was sent in response. Pam will respond similarly to this letter, as the Board believes this is more appropriately referred to the Museum.

A letter from Pam to the Friends is included in the Board's Packet. Pam thanked the Friends for all their work and the projects they fund.

Vicky Marshall highlighted Iris' report on using ideas gleaned from the trip to Richmond, B.C. and other contemporary libraries to become more customer friendly.

Trustee Education: Meeting Room Services: Diana Black, Community Rooms Coordinator, gave a summary of the five community rooms and the variety of events held in them. The library sponsors programs and is partnering with other agencies in co-sponsoring programs such as the Spanish classes. Fairhaven's Fireplace Room has a capacity of 45. It was recently remodeled through the Fairhaven Friends, and is well liked. Fairhaven's Auditorium holds 206, and is used for Tai Chi classes, dances,

religious services, weddings, etc. The Northwest Room is not used as often, but is used when the Fireplace Room is already booked. The Library Lecture Room in the Central Library is heavily used by City departments and other groups.

Revenue is down this year at the Central Library. Total use has increased due to Library programs and City Department use. Fairhaven revenue has increased year-to-date. Commercial rental is down due to cancellation of a Tai Chi class. There is an overall increase in first six months. Usage is up considerably with a variety of groups using the rooms. Pam mentioned that Diana is a great ambassador for the library.

In answer to the Board's questions, Diana stated that people are very respectful of the rooms. Last year only one person did not pay for a rental. The Board would also like to learn how many people are not able to hold meetings because the rooms are booked and what people ask for that we aren't providing.

Policies: Public Use of Community Rooms: Deb Brewer said the policy committee has been meeting for several months. The old policy was procedural; the revision is a policy. The policy has been put into the City's Peabody format. Library and Friend's events have priority. All bookings will be open October 1st. Charges at commercial rate will be based on use of room. Commercial use equals a higher rate. Faye Hill made the motion to accept the policy as written. Vicky seconded. Margaret Ziegler suggested checking again for consistency of language ("meeting rooms" to "community rooms.") The motion carries.

Vicky asked about incident tracking. Deb answered that we want to be welcoming for the community and make sure customers are comfortable. The library has a policy on handling problem behavior ranging from asking the patron to leave for the day to a trespass. The Trespass Policy was written with the benefit of Police and Legal Department review, and has been approved by the Board.

Policy: Eligibility for Library Service: Changes suggested at the last Board meeting have been made. Pam asked for more discussion about offering free temporary cards to non-residents employed in Whatcom County. We have a reciprocity agreement with the WCLS, who offers this option, and we try to be in alignment with WCLS. The question was asked if a non-resident employee should have the same benefit as a taxpayer living in Bellingham. Non-resident employees do make purchases and pay sales taxes. The patron would need to present proof of employment annually. Vicky moved to approve the policy. Faye seconded. The motion carries. Ayes: FH, VM, JG; Nays: DE

Strategic Planning (Continued): We are fairly on target for the WCC effort. Materials drop off begins on August 1; holds pickup begins on September 24 once school is back in session, with self checkout equipment. We have a prime spot to pick-up holds and checkout. Parking is not restricted. There will be publicity announcing the new program with a map of where to go and where to park.

The Management Team took a field trip to King County Branch Libraries. The South Center had great ideas of what we could provide in a small flexible space such as Barkley. We are working in greater detail with the Barkley Corporation and their architect.

We have received six responses to the RFQ for a Building Consultant for the Central Library. Evaluations will narrow the responses to a short list for interviews. Ravyn Whitewolf, Public Works Engineering Manager, has been assigned as our Project Manager. David Edelstein and J. Gordon have withdrawn from the evaluations because of potential conflict of interest. The evaluators and interview team will be Pam, Ravyn, and John Watts. Faye Hill will also serve on the interview team.

Board Report: David commented on the library in New York City with the lions in front named Patience and Fortitude. NYC has 86 branch libraries serving 9 million people.

City Council Liaison Report: John Watts mentioned the ongoing debate with the Council, Public Works and Parking Commission.

The shoreline management program is being updated to enable development and buffers are being debated.

The Council will review the City Charter at least every five years. They have asked the language become gender neutral and for a code of ethics for elected officials.

Afternoon work sessions may be filmed in the future. The most discussion occurs at that time, which is not convenient for most of the public.

Director Report: Amory Peck, WCLS Board Chair, Joan Airoidi, WCLS Director, Dave Edelstein and Pam met to communicate between the two bodies and their levy timing. WCLS tentative plans are for Fall, 2008. It was agreed that going before the voters at the same time may not be advantageous for either organization. The WCLS Board will try to send a Board member to our meetings, and they have extended the invitation for us to send a member to their meetings.

David and Pam also met with Mayor Tim Douglas to bring him up to speed on parking and other library business.

Staff is working on a book drop policy and guidelines.

Adelle Ringus, Support Services Manager, came to the staff meeting and talked about public disclosure.

Sam Taylor, Bellingham Herald, made a public records request for copies of proposals that were a result of the RFQ. Proposals are public record once they are opened. Adelle is making copies available for him following the public records procedures and charges.

The AFSCME Labor Agreement went through City Council.

Pam is on the interview team for Director of the Museum and Director of Human Resources.

Next Regular Library Board Meeting – August 21, 2007 will begin at 2:00 p.m.

Meeting adjourned at 4:30 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees