

Regular Meeting of the Board of Library Trustees
Tuesday, March 18, 2008 - Library Board Room
04:00 PM - 05:50 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: Pamela Kiesner; Christine Perkins; Sue Kenney; and Gladys Fullford

Others: Jack Weiss, City Council Liaison, Barry Buchanan, City Council, Janet Boyhan, WCLS Trustee, Rob Sanders, Cheryl Stewardt, Marilyn Olsen, Brock Ward, John Servais, Julie Guy, Guide Meridian/Cordata Neighborhood

Called to order: Regular session was called to order at 4:00 p.m. by Chair, David Edelstein.

Approve/modify agenda: No changes to the agenda.

Public comment: Julie Guy, Guide Meridian/Cordata Neighborhood Association, said it was time to reassess where we are since the Council is studying the bond. Julie would like branches to be considered rather than re-doing this building.

Marilyn Olsen, Friends of Fairhaven Branch, is interested in having repairs in the BOLA report completed in a timely manner. She would like to see the library being proactive in especially the exterior and structural repairs to Fairhaven.

Minutes approved: February 19, 2008 regular meeting minutes were approved with the correction on the first page of "bond issuance costs" rather than "insurance costs."

Claims approved: February, 2008 general fund \$58,027.57; gift fund \$24.70; REET (real estate tax) fund \$1,195.71.

Mauri Ingram is the new Whatcom Community Foundation CEO. Pam Kiesner will invite her to come to a Board meeting to talk about the fund. The library has an endowment fund of \$189,673. We receive a check in July for interest earned and a regular payment from the Fredricka Bond Bayview fund. In the past we have reinvested the checks.

Cash donations to the library gift fund for 2007 were \$7,000 and 2008-to-date is \$9,000. Cash donations are usually used to purchase library materials in honor of someone.

Sirsi/Dynix refunded \$8,775 each to both BPL and WCLS. An inter library loan module was purchased, but not used. We thank Alan Marriner, City Attorney, who requested the refund on behalf of BPL and WCLS.

Library performance & activity measures: Circulation is up 7% over last February and total visits are up 7%. The Board appreciates the staff's good works. The Library Performance & Activity Measures for February were approved.

Communications: A letter from Public Facilities District recommends an architectural design competition. A design competition has been discussed, but the lengthy process was a concern. The letter makes a good case. Dunham Gooding and David Warren offered to give a

presentation and advise the board about the timing of the process. A note of thanks will be sent, saying we will take them up on their generous offer when the project is approved.

The Friends of the Fairhaven Library Advocacy Committee sent a letter to the Mayor regarding repairs to the Fairhaven Library. The Mayor will respond.

Facilities Reports: A new letter from Rhoda Lawrence was passed out to the Board. The Board had asked for a recommendation of whether to restore to brick or stucco. Rhoda replied that since the building was stuccoed very early on, it should remain stuccoed. The State Preservation Office agrees. Jackie Lynch, the City's historical buildings staff person, says that this should be taken to the Bellingham Historical Preservation group. If the project goes forward, it will be turned over to Public Work's oversight. They will take it to the Historic Preservation Commission. The price was about equal. One finish was not particularly more durable.

Faye Hill moved to ask City Council to allow the repairs to be made up to \$2,000,000. Jack Weiss suggested prioritization of options, needs and wants would expedite the process. Stucco replacement has to be done in the summer. Pamela Kiesner suggested a letter to the Mayor, City Council and Public Works be drafted to indicate to the City that this move forward. Vicky Marshall made the motion to ask City Council to fund the needed repairs to Fairhaven Library as soon as possible. Faye Hill seconded. The motion carries.

Thomas Hacker Architects submitted an addendum to their report. It shows the escalation costs from 2006 to 2015. Also included are the indirect cost worksheets and a typo correction of "43" electronic catalog and internet computers. This concludes the Thomas Hacker Architects contract. We can still ask questions about the report and addendum.

Teen fine forgiveness: Jennifer Lovchik made the request for a one-time waive of \$5.00 in fines throughout the summer for teens. This amounted to about \$50 in 2007. Marilyn Mastor moved to forgive teen fines according to Jennifer's memo. Vicky Marshall seconded. The motion carries.

Library brand development: Christine Perkins spoke about the perception of the library. What identity do we want to get across? A brand is the overall perception of an organization and products. It is a vision for the future. Christine asked for adjectives of what the Board would like the library to be to help solidify our message and give a professional image with a consistent message and theme. Asked if we have access to national help, Christine explained we are partnering with WCLS in a national program that the smartest card is a library card.

We want the message to say who we are, what our services are, and where we are going. Signage will be consistent in the Central Library and Fairhaven, Barkley and WCC branches. Brand development is marketing and educating the community in how you see yourself, how the public sees you, and how you want to be seen in the future. Fish bowls will be available for the public to give their thoughts.

Board Report: David Edelstein commented that his daughter brought her 11 month old son to the library. She gave rave reviews about pulling the books off the shelves.

Vicky Marshall said the Friends annual meeting is Saturday, April 12th at 2:00 p.m. There will be tours and door prizes. The Friends made \$8,200 from the book sales.

Christine Perkins added there will be "Between the covers" tours offered to Council members and Board members. They will be routed through the service elevator, mezzanine stacks, delivery preparation and mendery. Tours will be open to Friends and the public at large. Christine is also working on a virtual tour on the website.

City Council Liaison Report: Jack Weiss observed the Library is about to start audio book downloads. Christine Perkins said the library is in the midst of training for this, and it only works with MP3 format. There will be links to companies who sell the MP3 for about \$40.

Jack Weiss introduced Barry Buchanan, who said he is listening and learning. The Council has a strong interest in the library.

Director Report:

- Pam Kiesner said she spoke at the Chamber of Commerce Government Affairs group and has several other speaking engagements booked.
- Mayor Dan Pike was invited, and came to a special staff meeting and explained the decision to not go for a bond vote at this time.
- Pam will be attending an all day Council retreat on Friday.
- The management team met twice about staffing, current and future.
- Pam and management staff attended a city-sponsored media spokesperson training session.
- Pam and staff met with Jeff Kochman about the Barkley Branch. They discussed signage and furnishings. We hope to move in this spring.
- Pam will be attending the PLA conference in Minneapolis next week.

Bellingham Public Library in the news packet was passed around to the Board.

Executive Session: Annual review of Library Director

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

Meeting adjourned at 5:50 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees