

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, August 26, 2008 - Meeting Room on lower level**  
**04:00 PM - 06:25 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.

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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; Christine Perkins; Iris Kaneshige

**Others:** Beverly Jacobs, Fred Voltz, Lorna Klemanski, Angela Beaty, Cliff Baacke, Julie Guy, Mauri Ingram

**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.

**Executive Session:** Lorna Klemanski and Angela Beatty from Human Resources provided a labor negotiations update.

Back in open session 4:20 p.m., motion was made and approved to give Human Resources staff the authority to negotiate a new contract with the AFSCME 114L labor union on behalf of the Library Board. Lorna Klemanski will provide periodic updates to the Board as negotiations progress.

**Public comment:** Beverly Jacobs, co-president of the Guide Meridian Cordata Neighborhood Association spoke to the Bellis Fair management regarding the donation of space in Bellis Fair, which they are willing to consider if the library is willing to provide the staffing. She also stated that there is no access to WCC for 6 weeks during the summer break.

Julia Guy, co-president of the Guide Meridian Cordata Neighborhood Association wants to have a dialog with the board regarding a branch in the GMC neighborhood.

Fred Voltz had 4 issues for the board:

1. Stated that the WCC dropbox was hard to find.
2. He also participated on a recent tour of the library and wanted to know how often the items in closed stacks circulated. If those items were re-distributed or disposed of, would it create more space? He would like to have a follow-up.
3. Mr. Voltz has also reviewed the previous library board minutes which considered a full merger between BPL and WCLS. He wondered if this is something that is being considered now, in light of the extreme budget constraints facing the city.
4. Has the library considered sharing space with the Children's Museum?

**Minutes approved:** July 15, 2008 regular meeting minutes were approved.

**Claims approved:** July 2008 general fund \$62,663.58; gift fund \$323.21.

Pam reported that the library was on target according to the 2nd quarter 2008 budget report.

Mauri Ingram, CEO and President of the Whatcom Community Foundation was introduced. She presented to the Board an overview of the Foundation. The Library received two checks for the fiscal year ending June 30, 2008 for two funds (Bellingham Public Library Endowment Fund and Bayview Fund). The Board approved to re-invest the two checks back to into the Foundation.

**Library performance & activity measures:** June and July performance and activity measures were approved.

**Communications:** A wonderfully typed letter from Capt. Frank Oliver was received, appreciating the staff, the custodian and services at BPL.

**2009 Budget:** Pam Kiesner reviewed the 2009 rates and fees with the Board. The board decided to table approval to next month so more information could be gathered for the Facility Use Rates and Special Invoice rates. It was agreed that Faye Hill, Marilyn Mastor and Vicky Marshall would get together with Pam Kiesner, Iris Kaneshige and Diana Black to review the rates, bring back to the board for review next month.

2009 Operating Budget for the Library has been submitted with a zero increase per the City's directions including no layoffs. The Library goals were to maintain current staffing levels, maintain the staff development funds, and maintain the materials budget as 15% of the total budget. Only 7 lines were increased, totaling \$45,000. The Board approved the 2009 Budget as submitted with thanks.

Jack Weiss asked if Barkley would require additional funding? Pam Kiesner clarified that we would be moving already existing personnel dollars to the Barkley department code.

The city departments were asked to review their 2008 budgets and by September 1, submit a plan to reduce their 2008 approved budgets by 3%. For the Library that means \$117,236. After due diligence of reviewing each line item, a 1.55% (\$60,716) reduction was achieved by cutting most of the groups by approximately 50%. Cuts beyond this will affect the materials and personnel line items. If necessary \$38,557 of the materials line has been identified, however not recommended. The Board directed Pam Kiesner to submit a letter to the city with a 1.55% reduction plan. The materials reduction will also be identified, which brings the total reduction to 2.6%.

**Policies: Rules of Conduct Policy revision – final review and approval.** The Board reviewed and approved the Rules of Conduct policy.

**Reports:** Vicky Marshall reported that she visited the Multnomah County Library in Portland. Also the Friends video sale was coming up on August 29 and 30. Also, the Friends Used Book Sale was scheduled for September 3-6, 2008.

City Council Liaison Jack Weiss reported on the calendar for the waterfront. Members were chosen 3 weeks ago for the Public Development Authority. The Environmental Impact Statement is going through another re-write and is scheduled for release in December or January. The council is scheduled to review the master plan in early 2009.

**Library Director's report:** Pam Kiesner reported that she spent the day in court on the recent disorderly conduct incident. One of our staff members had to testify against someone who was charged with disorderly conduct in the library. The verdict was guilty.

Pam also reported that she and Beth Farley attended the FEMA training in Virginia last week. Summer reading was a success. The library participated in several community events (Bella Strada, Cordata Neighborhood Picnic at Whatcom Community College, Barkley sidewalk sale). The annual staff picnic at Lake Paden was well attended.

**Assistant Director's report:** Christine reported that Public Works, Parks, Library staff, and Friends of the Fairhaven Library landscaping committee met with Molly from the Philbin Group landscape architects to review the regrade and landscape plan for the Fairhaven Branch. Molly recommends holding

off on the regrade until the renovations to the building envelope are underway next year, to minimize trauma to the shrubs and other plantings around the building. The Board concurred.

Christine, Myron Carlson, Clark Williamson and Ravyn Whitewolf will be reviewing qualifications of architecture firms for the Fairhaven renovations. Six firms submitted qualifications. We will interview the top three finalists.

Trustees were invited to attend the Barkley Branch Library Ribbon Cutting ceremony on Saturday, September 13 at 3:00 p.m.

**Next Regular Library Board Meeting – September 16, 2008** will begin at 1:00 p.m  
BARKLEY BRANCH.

**Meeting adjourned** at 6:25 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees