

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, November 17, 2009 - Meeting Room on lower level**  
**02:00 PM - 03:20 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-Chair: Faye Hill, Vicky Marshall, Marilyn Mastor

**Board Members Absent:** J. Robert Gordon

**Library Staff:** Pamela Kiesner and Gladys Fullford

**Others:** Jack Weiss, City Council Liaison, Jan Hunter, WCLS, Kathie Wilson, BPL Friends

**Called to order:** Regular session was called to order at 2:00 p.m. by Chair, David Edelstein.

**Approve/modify agenda:** No changes to agenda.

**Public comment:** Kathie Wilson announced that the Friends of Bellingham Public Library applied for and received a grant from the Food Coop for a shopping day. This could bring in \$1200 to \$1500 to purchase books for the library.

**Minutes approved:** Vicky Marshall made a motion to approve the October 20, 2009 regular meeting minutes. Faye Hill seconded. Motion carried.

**Claims approved:** October 2009 general fund \$63,926.71; gift fund \$1,605.78; Facilities Capital Maintenance fund \$181,487.35. Vicky Marshall made a motion to approve the October 2009 claims. Marilyn Mastor Hill seconded. Motion carried.

The third quarter financial report shows that we are on target for the year.

**Library performance & activity measures:** Circulation shows almost 14% increase over last year at this time. The prediction is 1.6 million checkouts by the end of the year. Visitors show an increase of 4%. We are still working with the software vendor to have a monthly report on meeting room use and revenue. Faye Hill made a motion to approve the October performance and activity measures. Marilyn Mastor seconded. Motion carried.

**Communications:** No usual correspondence. Outreach Services Talking Points are included in the packet for answers to the public's questions. Pam Kiesner and Christine Perkins are visiting each facility and talking to the Outreach patrons about the reductions. They have learned that many of the Outreach patrons are able to get to the library, and are very understanding of the circumstances.

For those who qualify, we are offering home service and the State-provided Talking Book and Braille service. We are providing information about bus service and library locations. If there is an Activity Director or a van, we are suggesting field trips to the library.

**Interlocal Agreement: Bellingham Public Library & Whatcom County Rural Library District Mutual Extension of Borrowing Privileges and Services, 2010:** The only change on this annual interlocal agreement is a 2.5% increase in the amount that WCLS pays BPL. Marilyn Mastor moved to approve the inter local agreement between Bellingham Public Library and Whatcom County Rural Library District. Faye Hill seconded. The motion carried.

Pam Kiesner, Joan Airoidi and staff are continuing talks about collaborating even more. WCLS has suggested an exchange of services in lieu of payment, but in reality we depend on the payment for our budget. Exchange of services would have to be over and above the agreement. WCLS expressed appreciation to BPL to be a part of this agreement.

**2010 regular Library Board meeting schedule:** Marilyn Mastor made the motion to approve the 2010 regular Library Board meeting schedule. Faye Hill seconded. We will place the schedule on our website, and add that meetings are usually held on the third Tuesday of the month, and are usually at 4:00 p.m. We welcome visitors and encourage them to check the website for time and date changes. The motion carried.

**2010 City of Bellingham holidays and library closures:** The library observes the City of Bellingham holidays. In addition the library will be closed on Saturday, December 25, 2010, and Saturday, January 1, 2011. It was suggested to have a note to patrons about holiday closures on the self checkout monitors.

The closure for this New Year's Eve had previously been approved for 5:00 p.m. Since the new closure time is 6:00 p.m., the library will close at 6:00 p.m. this New Year's Eve.

**Fairhaven Branch Library repairs and renovations update:** Pam Kiesner reported they have had the final walk through and punch list. The Fairhaven Branch Library will reopen on Tuesday, January 5, 2010. The Friends of Fairhaven Branch Library plan a grand reopening party Saturday, January 9 at 2:00 p.m.

We are very pleased with Dawson and RMC Architects, and the project finished just under budget. Fact sheets about what the project achieved will be available as well as photos of before and after. The remaining budgeted money has been turned over to Public Works for new doors at the Central Library.

**Library Board member reports:** Faye Hill reported that the WCLS Board signed the interlocal agreement. They are very happy about the levy lid vote.

Faye also reported that the Friends of Fairhaven Branch Library had no one able to assume the duties of President, so they decided to not continue to operate in the same way. They will operate more closely with the BPL Friends and as a committee without officers. They will not have formal monthly meetings, but a core of workers will still work on projects. The Board sends their regards to the Fairhaven Friends Committee.

Vicky Marshall invited the Board to the Maude Heyes Fischer award ceremony, November 21 at 11:00 a.m. The ceremony honors 13 students who have worked very hard in reading. The students, in grades 1-5, are selected by their reading teachers based on effort.

The Friends used book sale is December 2 – 5.

**City Council Liaison report:** Jack Weiss said the city budget work session revealed that the city is still \$1.8 million short in the general fund, \$8 million city-wide. They will be dipping into reserves. The Council hypothetically asked Pam Kiesner if there were any extra money made available for the library, how it would be prioritized. Pam recommended \$60,000 for Pages and the rest for materials. The Mayor stated that he is not in favor of the Council singling out the Library for restoring money.

Frank Ordway, Parking Commissioner, will come to the December meeting to talk about the LUKE pay stations for parking around the library block. Jack will not be able to attend the December meeting.

**Library Director's report:** Pam Kiesner asked Kathie Wilson, Friends President, to give a trustee education presentation to the Board early next year.

Scott Blume announced his retirement December 31, 2009. The position will be kept open most of next year to make up \$50,000 to \$60,000 in budget reductions.

The city is planning a Capital Facilities Task Force to evaluate capital needs. The last study was in 2001, and all the capital improvements recommended have come to pass except the library. The new task force will have 9 to 11 members. Some will be city staff, but members of the public can apply. The Mayor appoints; Council approves.

Pam presented the library's 2010 budget to Council. This will be shared with the Board in December.

Pam attended the museum's gala and grand opening. It is a wonderful facility, which will spur people to realize what is possible. There were many comments about needing a new library, and that the library is as important as the museum to the downtown core.

We have two new City Council members: Seth Fleetwood and Michael Lilliquist.

Pam will meet with Beverly Jacobs and Julie Guy from the north side. They want to talk about what they have been doing. The Board agreed if a branch were to be added in the future, it should be accessible to the most people within the shortest number of minutes, and be convenient to bus service.

**Next Regular Library Board Meeting – December 15, 2009 in the Central Library Board Room, Upper level** will begin at 4:00 p.m.

**Meeting adjourned** at 3:20 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees