

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, June 30, 2009 - Meeting Room on lower level**  
**04:00 PM - 06:10 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; Scott Blume; Jennifer Lovchik; Suzanne Carlson-Prandini; and Gladys Fullford

**Others:** Jan Walsh, Washington State Librarian, Joan Airoidi, WCLS, Bruce Deile, Margaret Ziegler, and Fred Voltz

**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.

**Special note:** Pam Kiesner noted the death of Karen Durham, former Library Board member who served from January, 1999 to December, 2003.

**Public comment:** No comment.

**Special visitor:** Pam Kiesner welcomed Washington State Librarian, Jan Walsh to the Board meeting. Jan Walsh addressed the following:

# Jan stated the State Library is surviving after 13% cuts and 21% administrative overhead cuts. To date they have not had lay-offs. It is difficult to keep both the library and the library development agency going. The library development agency is federally funded, and handles grants, projects, and consulting.

# Libraries are inundated with people who need computers for job searches, to write resumes, and to apply for jobs. Libraries are a critical resource, and patrons are grateful the library is there to help them. Libraries today are swamped with people who need access to the web, to printed materials, for assistance, and for DVDs for education and entertainment.

# Sam Reed, Secretary of State, has advocated for people to donate to the Castle Rock Library to keep it going because an operating levy failed by 4 votes.

# Some libraries have extended their hours to teach classes and are working closely with Work Source. The Webjunction Washington website <http://www.webjunction.org/1> is a collaboration of solutions shared between libraries.

# The WILL conference (Workshop in Library Leadership) for trustees is on hold.

# In Washington, federal stimulus money has mostly gone to transportation projects and not to libraries because there is no state program for library construction. Jan Walsh is working on the broadband stimulus proposal. Pam Kiesner is in touch with Marty Mulholland, Information Technology Services Director, to see if there is any way we can take advantage of this funding, however BPL has good network connections already.

**Minutes approved:** Vicky Marshall made a motion to approve the May 19, 2009 regular meeting minutes. Faye Hill seconded. Motion carried.

**Claims approved:** May 2009 general fund \$39,956.21; gift fund \$5,588.39; Facilities Capital Maintenance fund \$179.55. Faye Hill made a motion to approve the May 2009 claims. Vicky Marshall seconded. Marilyn Mastor suggested we make a conscious effort to be more supportive of local merchants. Pam provided examples where we use local vendors; we use our library jobber the most because we receive significant library discounts. Motion carried.

**Library performance & activity measures:** Vicky Marshall made a motion to approve the May performance and activity measures. Faye Hill seconded. It was noted that Whatcom Community College circulation had nearly doubled over last year. Motion carried.

Pam Kiesner thanked Christine Perkins for designing the BPL Annual Report for 2008. It is also available on the website. The Board appreciated the full page format and good Director's message.

**Communications:** Pam Kiesner received information on recently enacted bills from the 2009 legislative session that may affect libraries, employees, or retirees. A copy is in the Board packet. Some of these issues may affect us in the future.

Mari Kemper of Chuckanut Brewery and Kitchen sent an email mentioning she heard the library was considering developing the site across the street from her business on Holly Street. Pam Kiesner let her know the Board is open to considering all sites available downtown. Some people have suggested the library locate in one of the box stores that have closed on the Guide Meridian. The Library Board reiterated its commitment to a Central Library in the downtown core.

The Library's Ski to Sea team's name, Bellingham Public Library Dewey Decimators, was the Bellingham Herald's number 4 in the list of top team names.

**Trustee education: summer reading program for children, teens, and adults:** Scott Blume, Head of Children's Services, reported that 9,000 invitations to the "Be Creative at Your Library" summer reading program were sent to the schools. The program includes a challenge to read 15 books with incentives such as WTA passes, Aquatic Center passes, and other business' coupons. The Recognition Ceremony is August 7. Names will be published in the *Bellingham Herald*, and readers will receive a coupon for a book from the Friends. The Read-to-Me club is for young children. Helen Scholtz has delivered brochures to preschools and early childhood centers. Helen and Wendy Detloff presented a creative craft session today for children to make t-shirt book bags. Priscilla Brotherton will be running a workshop for making recyclable materials into a craft. The 41st annual children's craft fair is July 31.

Jennifer Lovchik, Teen Librarian, reported that the teen summer reading program is for 12–18 year olds. They fill out review forms which are put into binders in the teen area. The reviews go into weekly drawings for 24 prizes as well as 3 grand prizes. Prizes are funded by the Friends of Bellingham Public Library. Up to \$5.00 in fines can be forgiven during the teen summer reading program, approved earlier in the year by the Library Board.

Suzanne Carlson-Prandini, Public Services Clerk, mentioned this is the second year for the adult summer reading program. The Friends are supporting this with ten \$20 certificates from Village Books as prizes. Adults can fill out a review of any material checked out of the library. Reviews are posted on the wall across from Circulation desk.

Vicky Marshall acknowledged that Suzanne is doing a great job with the book club kits. There are over 100 titles available. Vicky is also working with Jennifer to provide a book sale for young adults and teens. They are not trying to make a lot of money, but to make inexpensive books available to teens.

**Policy: Internet Policy – first review:** This policy was last revised in 2003, and many things in the library world have changed, including technology and equipment. Included in the packet is a revision of the policy, in our correct Peabody format. The Guidelines for Internet Use, which were in the 2003 policy, will be put into a brochure format for patrons, and a link to them will be on the screen when patrons sign in.

**David Edelstein re-opened the meeting for public comment.**

**Public Comment:** Bruce Deile reiterated that he would like the library to provide a filter option when a patron signs on to give a choice to the patron. Christine Perkins added that it would be possible to put a message on a splash page for choices of safe search websites. It is not software, but an internet based self-directed solution. When the patron's session ends, the next person would have the same options.

**Policy: Internet Policy – first review (Cont.):** Pam Kiesner reminded the Board that CIPA (Children's Internet Protection Act) states that libraries have to use filters if they are receiving federal funding for technology. We currently do not receive any federal funding, through grants or otherwise.

The Board agreed it was a reasonable alternative to provide a self-filter selection if it is possible, and are in agreement that the library should not filter its computers for the public. Managing filtering software is a general problem. Staff has conversations with people who may be misusing the computers, and illegal activity is not tolerated. Staff does not patrol, but responds if they get a complaint from another patron.

Parents hold the final responsibility for their children. By signing the library card application, parents are providing permission for their child to use the internet, and it is so stated on the library card application. We offer assistance to parents and children to help them identify appropriate websites.

We will check into the suggestion to provide an option for filtering on the library's splash page. David Edelstein suggested that a notice to patrons that we do not filter should be on the page where they choose if they want to use a filter.

The revised policy will be brought back to the Board next month for further discussion.

**Fairhaven Branch Library- repairs and renovations update:** Pam and Christine would like to take some Board members and Council members on a tour of the site to review the conditions. Dawson Construction is removing stucco from the bricks. McLeod Masonry is repairing the brick for re-stuccoing.

When the header stones were removed to rebuild the stair entrance, significant water damage was evident. The mortar has separated into fountains of sand. Chuckanut sandstone is quite soft, as is the underlying brick which was originally used as ship ballast. It is important that the new mortar is of appropriate strength for the soft stone and brick.

Brick on the parapets is significantly deteriorated due to water that came through the flashing. Originally, inferior brick allowed the water to come in. Stucco was relatively effective, but the flashing issue around the top and windows was not addressed. The freeze-thaw cycle has resulted in pitted bricks, and the mortar crumbles to sand when the lime leaches out. We asked for unit pricing for brick repair in the bids and are issuing change orders for this work.

The south face has the most water damage. There may be more damage done in removing the stucco than leaving it. The structural engineers will review it to determine the best way of patching.

We expect a future change order for the historic wood windows. The level of rot is significant, and the wood cannot be salvaged. The plastic lettering on the building is damaged and needs to be replaced. There may need to be repair to the inner surface of bricks in the Fireplace Room, particularly around the

windows. Wood rot was not removed when the beams were put into the Fireplace Room. This is being assessed by structural engineers.

We are still within our budget allotted for this project. Dawson reminds us that although we are not doing the seismic work, it would have been prudent. We should not lose sight of doing this in the future.

Pam Kiesner showed the photos of the work to David Webster, Chief Administrative Officer. Pam will also invite the new Public Works Director to tour the building, so he is aware of the conditions.

The project manager is making sure of following up and sending photos to Christine. The time line has not changed. Photos appear dire, but the building can be fixed.

**WCLS/BPL Study Committee report:** Pam Kiesner and Joan Airoidi are putting a draft report together. The committee, also consisting of Vicky Marshall and Janet Boyhan, will review it. The written report will be available at the July meeting.

**2010 library budget update:** The list of personnel cuts was prepared and turned in to the city. Pam Kiesner is working on what service cuts may be necessary, due to personnel cuts. We are looking at reducing open hours, possibly Thursday evenings and Sundays, and one hour a day at Fairhaven as was discussed at a previous Board meeting. There will be no new programs.

Budget line items will be due just after the August meeting.

**Library Board member reports:** Faye Hill attended the WCLS board meeting. They decided to go ahead with the levy lid lift election on November 3, 2009.

Marilyn Mastor said the WLA magazine *Alki* has a nice report written by Linda Lambert about Sherman Alexie's visit.

Vicky Marshall visited a library in the St. John neighborhood of Portland. It is a Carnegie building. Vicky also visited a beautiful book store that was originally an opera house in Buenos Aires.

**City Council Liaison report:** none.

**Library Director's report:** Pam Kiesner attended the Washington State Directors' meeting. There were presentations on libraries and the economy, performance measures, library standards, broadband funding, a Washington State Library update, and a legislative update. Sno-Isle libraries are also going for a levy lid lift. When Sno-Isle residents were asked why they would support a levy lid lift, it used to be for more books and more hours. Now they state the importance of the library in helping them find jobs.

Worksource did a presentation here, and our librarian staff toured Worksource. It is a good partnership.

Pam met Susan Hildreth, the new director of the Seattle Public Library. She is the former State Librarian for California.

Pam and Christine Perkins attended an orientation and training in Minnesota for The Big Read program. This mandatory training was paid by the National Endowment for the Arts. Our grant amount is for \$15,000. Our local Big Reads/Whatcom READS! Committee selected the author, Tobias Wolff, and his book, *Old School*. Arrangements have been made for Tobias Wolff to come and speak at two presentations in Bellingham on February 8, 2010.

Pam may be asking the Board to meet on a different day in August.

**Next Regular Library Board Meeting – July 21, 2009** in the Library Lecture Room, Lower level  
will begin at 4:00 p.m.

**Meeting adjourned** at 6:10 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees