

**Regular Meeting of the Board of Library Trustees**  
**Tuesday, July 21, 2009 - Meeting Room on lower level**  
**04:00 PM - 05:40 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; and Gladys Fullford

**Others:** George Banning, Peter Niles, Margaret Ziegler, Fred Voltz, and Janet Boyhan, WCLS

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

**Approve/modify agenda:** Fairhaven Branch Library will be the first item.

**Fairhaven Branch Library- repairs and renovations update:** George Banning, Construction Manager and Peter Niles, RMC Architect reviewed the current status of Fairhaven Branch Library repairs and renovations. Gaps were found in the bricks when stucco on the south face was being removed. The stucco has been left in place for stabilization. Top bricks were crumbling because of water under the flashing. We are still well within the construction budget despite the need to do considerable brick repair, and do not foresee going over the original estimate.

There is major water damage from penetration around the window openings and parapet flashing. Rotted wood behind the parapet is being modified, so there will be no possibility of trapped water in the future. Repair and waterproofing will improve the building to better than when the building was new. There should not be water damage again assuming the building is maintained. Structural renovation because of water damage and weatherization are the essential first steps to making the building habitable.

The front outside stairs have been demolished. A conglomeration of brick and rubble was sitting on the dirt without a foundation. The contractor surveyed and catalogued stone work, so it will be rebuilt exactly as it was. We will wind up with something more structurally sound than it was, but maintain the original looks.

Steel posts under the beams in the Fireplace Room were not of the best standards. Ends of the beams are rotten. Beams are being treated so they will not rot anymore. New posts will support the beams.

George Banning said it has been a pleasure to work with Dawson Construction, Dawson's Construction Superintendent, Ben Thompson, and Peter Niles and the design team. They have been attentive to cost effective methods of repairing the deficiencies.

The repairs are a baseline towards structural stability and will not deteriorate, but a seismic upgrade is still needed. The public is happy we are addressing the water problems, and are anxious for the library to re-open.

Council members, Library Board members, and City staff are taking tours of the building. It is important for them to see the work before it gets wrapped up. The blue coating currently on the building is a waterproof membrane. It will be covered by new stucco.

Original windows are being rebuilt and reinstalled with a new frame, weights and pulleys. Every window will get a storm window for water protection and better heat control. The "Fairhaven Library" lettering

on the south face are plastic and have been damaged due to UV exposure. They will be replaced with new lettering in the same font and color.

**Public comment:** No comment.

**Minutes approved:** Vicky Marshall made a motion to approve the June 30, 2009 regular meeting minutes. Faye Hill seconded. Motion carried.

**Claims approved:** June 2009 general fund \$78,795.53; gift fund \$814.42; Facilities Capital Maintenance fund \$7,379.38. Marilyn Mastor made a motion to approve the June 2009 claims. Vicky Marshall seconded. Motion carried.

**Library performance & activity measures:** Marilyn Mastor made a motion to approve the June performance and activity measures. Vicky Marshall seconded. With Fairhaven closed, circulation is still up 13.91% over last year. Motion carried.

**Communications:** None.

**Study Committee Report Regarding the Potential for Annexation:**

The report is a result of requests from both Library Boards, BPL and WCLS, to research and discuss the potential for annexation. The committee looked at the 1977 Holt Report, Port Townsend and Jefferson Counties, City of Auburn and King County Systems, and Hennepin County in Minneapolis, Minnesota.

General findings: It was challenging to find comparables. The Holt Report recommended combining to one regional system back in 1977. We are currently already doing the items that were identified. The report assumed a cost savings, but a cost study was not included. Residents have been able to borrow materials from either library since 1945. The first formal reciprocal borrowing agreement was negotiated in 1986 and implemented in 1987. The big cost savings was when BPL and WCLS joined together to establish a shared integrated automated library system.

Combined staff would not be a huge cost saver. There would only be one director, but several assistant directors and/or managers would be needed. If BPL was annexed, City residents would pay \$0.388 per \$1,000 assessed valuation. The library system's budget would be short over \$1,000,000 which would translate into a reduction of services.

Current financial data shows that combining the two library systems would not result in achieving "equal or better library service for less money if joined together as allowed by law" because there would be significantly less money available to continue the existing level of service. The committee does not recommend further study at this time, but it makes sense to continue to monitor it. David Edelstein asked for a motion to approve and ratify the findings of the study. J. Gordon made the motion and Faye Hill seconded. The motion carried.

**Policy: Internet Policy – second review:** When BPL patrons log on to a public computer, they see a "splash page" with internet use guidelines. It is possible to offer links to search engines that offer filtered searching, so patrons can self-select this option. A message would say BPL does not filter computers, but the patron could select a filtered search engine. This is a good idea stemming from comments and suggestions by a member of the public. Library staff will implement this shortly, with the Board's approval.

David Edelstein suggested that patron's maximum fines be reduced to \$5 to be able to access to the internet. Edelstein would also like to consider requiring patrons to turn off cell phones at the computer station. Pam Kiesner will discuss the practicalities of these ideas with the management team.

Faye Hill made the motion to approve the proposed internet policy. Vicky Marshall seconded. The motion carried.

**Library Board member reports:** Vicky Marshall said the Children's Craft Fair is July 31. The teen book sale is also July 31. The recognition ceremony for the Children's Summer Reading Program is August 7.

**City Council Liaison report:** none.

**Library Director's report:** Pam Kiesner said layoff notices will be delivered August 17 and take effect as of October 1. The August 18 board meeting will discuss service reductions that would start in October.

Pam will be on vacation next week.

City Council has approved their agreement with the Port. The EIS should be complete by the end of the year and a Master Plan and Development Program by 2010.

Fifteen staff members will attend Nancy Pearl training about providing effective readers advisory services.

To improve communications for staff, we are having morning announcements over the PA system about what is happening that day in the library. We have good feedback on this.

Beth Farley, Head of Reader and Information Services, went to the FEMA training with Pam last year. Beth has applied for and was appointed to the City-County Unified Incident Management Team. This is a critical link for the community to manage large scale incidents at a joint coordination center. Libraries, as information centers, have much to offer in emergency situations.

**Next Regular Library Board Meeting – August 18, 2009 in the Library Lecture Room, Lower level** will begin at 4:00 p.m.

**Meeting adjourned** at 5:40 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees