

Regular Meeting of the Board of Library Trustees
Tuesday, November 15, 2011 - Barkley Branch Library
04:00 PM - 05:55 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: David Edelstein, Marilyn Mastor, Faye Hill, J. Gordon and Rachel Myers.

Board Members Absent:

Library Staff: Pamela Kiesner; Christine Perkins and Wendy Jenkins.

Others: Stan Snapp, City Council Liaison, Karen Hannah, Friends of Bellingham Public Library Vice-President, Jamie Amend, WCLS Board representative, Stowe Talbot, Barkley Company, Betty Schwartz.

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

Approve/modify agenda: No changes to agenda.

Public comment: Karen Hannah, Friends of Bellingham Public Library Vice-President, attended in Kathie's absence. Pam mentioned that the Friends helped fund the collection, chairs and shelving at Barkley Branch.

Trustee education: Christine presented a Barkley Branch Library usage report and tour. The 1400 square foot branch was opened in September, 2008 – the first new branch since the Silver Beach branch opened in 1924 (closed in 1975). Some statistics:

- 70,000 items a year are checked out, which breaks down to 91 items per open hour in 2011.
- 45% of checked out items are holds; 55% from on-site collection.
- 30,000 visitors in 2010; there have been 35,000 so far in 2011.

Christine introduced Stowe Talbot from the Barkley Company. The Company provided the resources to turn the space into a library, including installing an elevator lift. They have also provided the space rent free for 42 months (through February, 2012). BPL (and Friends) added the technology, book collection and staff. Pam mentioned we will be setting up another meeting with the Barkley Company to discuss the lease renewal.

Minutes: Marilyn Mastor moved to approve the October 18, 2011 Regular Board meeting minutes. Faye Hill seconded. Motion carried.

Communications and Courtesies: In the packet is a letter Pam sent on behalf of the Board thanking the Birchwood Garden Club for taking such good care of the garden beds in the front of the library.

Pam passed out a second communication addressed to the Board concerning the recent volunteer agreement that allows an additional 50 hours a month of volunteer labor in the library. The author expressed he would like to see even more – 1732 to 2600 hours.

Library performance & activity measures: Faye Hill moved to approve the October, 2011 performance & activity measures. Rachel Myers seconded. Pam pointed out the number of visitors is up. Motion carried.

Financial reports: Claims: October, 2011 general fund \$39,509.29; gift fund \$8,143.50. Rachel Myers moved to approve the October claims. Marilyn Mastor seconded. Pam pointed out we purchased an iPad so that staff can familiarize themselves with and teach patrons how to use them. We also have Nooks and Kindles for this purpose. Another expense in October was mileage reimbursement for Donna and Keyla to attend the WALE Conference in Spokane. ASCME 114 paid for their registration and accommodations. The City let them use a vehicle. This is a great partnership. Both Donna and Keyla came back from the conference enthusiastic. Motion carried.

2012 city holidays & library closures: Pam included this in the packet so board members would know what days the library is closed for city holidays. We also will be closing at 6 p.m. on Monday, December 31, 2012 for New Year's Eve. David asked if there is a policy in place for inclement weather. Pam answered that yes, we follow city policy and we follow the mayor's direction during regular business hours, Monday through Friday. If there is inclement weather outside of city business hours (evenings and weekends), then closures and delayed opening are determined by the director (with consultation of board chair, if necessary).

2012 regular Library Board of Trustees meeting schedule: The meeting dates and locations are listed in the packet. Pam asked if the board would like to try and meet at the Connection sites – WWU, WCC and BTC. Faye suggested one Connection a year, perhaps at BTC this year – they are scheduled to open a new building early in 2012. David called for a vote to approve the proposed meeting schedule. Motion carried.

Interlocal Agreements: Included in the packet is the Bellingham Public Library – Whatcom County Rural Library District Mutual Extension of Borrowing Privileges and Services, 2012. This year's 2.7% increase is based on the Seattle-Bremerton-Tacoma CPI index. Joan Airoldi, WCLS's director, and Pam have discussed the need for a new study to determine a funding formula that reflects today's realities. The current amount is based on a formula from many years ago, which was based mostly on the fact that the number of county patrons that walk into the city library greatly exceeds the number of city patrons who use county libraries. Faye shared that at WCLS's board meeting it was mentioned that in 1979 the two systems did not reach an agreement so our collections were not shared. Pam mentioned we may want to consider reciprocal agreements with the Fraser Valley, BC, Sno-Isle and Timberland libraries, similar to WCLS's or we could all set an example by implementing a global reciprocity agreement with all libraries in the state. Marilyn Mastor moved that we accept the Interlocal Agreement with WCLS. Faye Hill seconded. Motion carried.

Also included in the packet is the new 2012-2013 Interlocal Agreement with the Early Learning Public Libraries Partnership. The ELPLP is a state-wide partnership of libraries who have banded together to have a voice on early learning issues in the state, so that public libraries are recognized as a force in early learning. Advantages of being in the partnership are: reaping the benefits of a recent grant that was awarded to study the effectiveness of storytimes, seminars, and continuing education opportunities. Bethany Hogg, Head of Children's Services, will be our lead and will update the Board. ELPLP is also involved in lobbying for funds and legislation. David noted the agreement has an end date, if it doesn't work out, we can opt out. Faye Hill moved to approve the Interlocal Agreement with the ELPLP. Rachel Myers seconded. Motion carried.

Library safety and security update: Pam updated the board on the arson case. Timothy Nunez is still in jail. Seven staff members received subpoenas and met with the prosecuting attorney. The case has been continued into December, when new subpoenas will be issued if the case is not settled. Pam reminded the board that Timothy has been trespassed from the library for 10 years.

Facilities is in the process of installing security cameras in several city facilities, including the library. Prior to their use, we will have a policy in place concerning monitoring and usage. Christine added that no cameras will be aimed at patron's use of library materials. Likely locations will be outside by the bike rack, the lower level entrance, delivery entrance and the lower lobby. If an incident occurs, they will be used to confirm the identity of someone that has been on library property.

Library Board members report: Faye reported at the WCLS board meeting they discussed the 2012 operating budget. They are struggling because of the 5% devaluation of property taxes. Even with the levy lift, they will not have what they had this year. For their continuing education segment, Ann McAllen, the Outreach Coordinator, discussed the huge variety of patrons WCLS serves and how they try to offer relevant services such as job hunting, business start-up and English as a second language.

City Council Liaison report: Stan announced that the latest vote results were just posted and Kelli Linville will be the new mayor. Sam Crawford is up by 460 votes (county council). Pete Kremen is in (county council).

Council recently had a budget work session where members could bring forward budget adjustment suggestions. Stan argued that no new positions should be considered until there is a process in place to consider previous cuts. This was supported except for the addition of a police position. Revenues are up slightly, Stan is hoping council will come up with a process to deal with that.

Library Director's report: Pam forwarded a survey to the board members from the state library – Library Services and Technology Act 5-year evaluation. This survey is worthwhile for staff and board members to fill out because it is an opportunity to help determine grant categories. Currently, we benefit from state funds by getting our database licensing at a greatly reduced price as well as discounted prices with Anytime Library, our audio downloads vendor.

Pam reminded everyone that the election of board officers will occur at the December meeting. Pam has contacted the mayor about Marilyn's first term ending and whether he will make a re-appointment.

The Bellingham Public Library non-endowed funds at the WCF have not yet been formally established because they haven't received any donations. Pam asked the board members if they would like her to be looking for founding donors and if board members would like to be involved. As a group, do we want to contribute to start the fund? Marilyn added it would be good for the board to make the initial donation. Once the fund is started, we will develop literature to give to prospective donors. Faye and Marilyn will meet with Pam to plan the next steps.

Christine gave an update on the Volunteer Opportunity presentations. At the first presentation we had about 12 interested people. At today's presentation there were 14. All want to sign up to volunteer – we are only limited by the 200-hour cap.

Meeting adjourned at 5:55 p.m.

Next Regular Library Board Meeting – December 20, 2011 at the Central Library, 210 Central Ave – at 4:00 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees

