

Regular Meeting of the Board of Library Trustees
Tuesday, April 15, 2014 - Barkley Branch Library
03:39 PM - 05:17 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: Faye Hill, Marilyn Mastor, Rachel Myers and Tom Barrett

Board Members Absent: J. Gordon

Library Staff: Pamela Kiesner; Madeline Sheplor; Beth Farley; and Wendy Jenkins

Others: Jack Weiss, City Council liaison, Deb Lambert, WCLS Board representative, Stowe Talbot, Barkley Company, Julianna Guy, Beverly Jacobs, Steve Crooks

Call to order and introductions: Regular session was called to order at 3:39 p.m. by Chair, Faye Hill.

Approve/modify agenda: No motion was made to modify the agenda.

Public comment: Beverly Jacobs, President of the Cordata Neighborhood Association, praised the Barkley Branch Library, stating the north side of Bellingham would love a site like it. Beverly feels she speaks for the under-served people who do not have the time or ability to express their need and asked the Board to keep in mind the needs of the growing north side community. Pam added that Whatcom Community College's planned Learning Commons has 500 square feet slated for BPL, which will allow a book drop, holds pick-up, and perhaps something like a Happy Go Lucky cart. There is also an events space that could possibly be used for an occasional storytime. Parking at the new Commons will be a challenge.

Steve Crooks, a resident of the Cordata neighborhood and a member of the City of Bellingham Planning and Development Commission, also expressed a desire for a library presence on the north side of town. He stated that the current population of Bellingham is over 81,000 and he projects that in 10-15 years, the population will be over 100,000, with the majority of the growth happening on the north end of the city. He mentioned growing digital technology and the need for a community gathering space. He suggested all elements could be tied together in a new main library on the north side of Bellingham – a community center, with a school tie-in, and a digital library that is second to none.

Julianna Guy, another Cordata resident, has been working towards a north side library for the past 6 years. She stated many families live on the north side and there are 1,300 more residential units on the drawing board to be built on the north side in the next 3-5 years. She added that the Barkley Branch shows what can be done with a relatively small space and concern for taking care of the educational needs of children. She is interested in getting Bellis Fair Mall or Costco to donate space for a similar north side branch.

Barkley Branch Library update: Stowe Talbot, Barkley Company owner, provided a brief history of Barkley Village. Stowe's father purchased the property in the 1970's. Development began in 1990 with the idea of an urban village – high quality buildings, an artistic look, and a mix of uses (office space, retail, civic and residential). Haggan built their store in 1995, adding an important element. The residential element started with the Drake Building condominiums that opened in 2008, followed by the Cornerstone Building, which will open in June with 116 rental units and 3 retail establishments on the ground floor. Future expansion will scale down as it moves from the base of Barkley hill to the Sunset/Mt. Baker highway – 2-3 story buildings, then to townhouses, then to single-family homes.

Pam provided information about the Barkley Branch Library:

- The branch opened on September 13, 2008
- The area is 1400 square feet, half of which is a reading room/common area
- The hours were reduced from 20 per week to 16 per week in January, 2010; then restored to 20 in November, 2011
- The Barkley Company provided nearly \$200,000 for build out costs and furnishings
- The Friends of the Library donated \$11,000 towards children's picture books and various furnishings; they also recently paid for our new Happy GO Lucky book collection
- The Barkley Company has been providing the space, rent-free, since we opened in 2008; beginning in January, 2013, the Library has contributed \$533 per month (\$6,400/year) to help cover operating expenses
- It costs approximately \$185,000 a year to operate the branch including staffing (1 Clerk and 1 Page), delivery, supplies, travel, and library materials
- We have retained the book drop at Haggen (which is emptied 6 days a week), in addition to the Branch book drop

When asked if, when the leasing office in the common area is moved over to the Cornerstone Building, the library could use the empty space, Stowe said, "Sure." He expressed that the Barkley Company is very interested in keeping the library in Barkley Village.

Madeline Sheplor handed out statistics graphs illustrating:

- Monthly items borrowed, from 2010 to 2013
- Yearly items borrowed, increasing from 70,710 in 2010 to 85,256 in 2013
- Items borrowed per open hour (holding steady at 85)
- Holds as a percentage of total items borrowed (varied from 42 to 46% – over 50% of check-outs result from browsing)
- Visitor per year; steady growth from 30,009 in 2010 to 42,780 in 2013
- Children's versus adult checkout; children's has slightly increased from 32,787 to 36,406 while adults has increased significantly from 37,923 to 48,850

Beth Farley took the board and visitors on a brief tour of the branch, highlighting the Happy GO Lucky collection which keeps new, hot items available in trade paperback form. The items at Barkley are called a floating collection – items returned to Barkley stay at Barkley rather than being delivered back to Central or Fairhaven – resulting in a naturally refreshed collection.

Consent agenda: Rachel Myers moved to approve the March 18, 2014 minutes and the March 2014 performance and activity measures and financial report. Marilyn Mastor seconded. Motion carried. At meeting end, Marilyn requested a minor correction of the March 18 minutes – Marilyn's sister, not Marilyn, attended the Danny O'Flaherty Family Concert.

2013 Washington Public Libraries Annual Report, Bellingham Public Library: Pam pointed out the annual report in the board packet which the library is required to turn in on a yearly basis. She mentioned that the Bellingham Public Library annual report will be available soon.

Trustee Education: This is National Library Week – April 13-19, 2014 – with the theme *Lives Change @ Your Library*. In the packet is a joint proclamation that the Mayor and County Executive issued together. Pam and Christine Perkins, Executive Director of WCLS, worked together to write an article that was published in the Bellingham Herald on Monday. Pam mentioned that the Friends would be providing treats for the library staff at their staff meeting and also listed a sampling of the events happening at BPL this week: poetrynight with the Washington State Poet Laureate, Elizabeth Austen; 12 storytimes; Family Story Night at Fairhaven; Teen Anime; WLC tutoring, Tax Aide and more – many which are advertised on our new digital signage located in the lobby, at the Children's desk and in the SkillShare Space.

Plans for a joint trustee training are being arranged – a two-hour training session followed by a meal. A Doodle Poll will be sent out to determine attendee availability and Pam asked the board to consider what they would like the State Library trainer to cover.

Personnel update: There are 92 applications for the Library Clerk vacancy, but 60 of them did not meet the minimum qualifications. The remaining applications are currently being rated.

The Communications, Community Relations and Programming Manager position will close on April 25.

Strategic Planning: Facilities Committee: Faye reported that the main goal is to move forward on a new Central Library and they would like to expand the discussion to include city decision makers. Pam commented that the Sustainable Funding Committee also met and talked about having an Executive Session with the City Council and added that the Mayor suggested meeting in a general work session.

The Facilities Committee (Faye, J. and Pam) and David Edelstein met with Ted Carlson to determine if there is a pressing need to re-use the current library site. Ted informed the committee that, with the move to the Federal Building, there is not a pressing need for additional space for City uses. However, redevelopment of the Municipal Court site is now being discussed and the current library site has been mentioned often as a potential Municipal Court site. It was determined that it is not too early to talk about a new site for the Library.

The Sustainable Funding Committee met and, because 3 trustees attended, the meeting was noticed 24 hours in advance and minutes were taken (which are included in the packet). The Committee determined that their primary focus is outreach to the community and other city departments. Marilyn Mastor made a motion to change the name of the Sustainable Funding Committee to the Outreach Committee. Tom Barrett seconded the motion. Motion carried.

Marilyn offered to resign from the Outreach Committee so Tom could attend without the need to notice the meetings. Tom suggested that the Board have a budget discussion, perhaps at the next meeting, before they meet with the City Council.

Board member reports: Faye attended the WCLS Board meeting which was held at the Island Library so trustees could see the nearly-complete expansion. The meeting was followed by a field trip to see how construction is going on the Ferndale Library which is scheduled to open in August. Deb Lambert added an interesting statistic revealed at their meeting – Tuesday is their busiest day with over 16,000 lbs. of books moved.

Marilyn enjoyed attending the opening of the South Whatcom Library. It is a nice, bright library connected to a coffee shop and the YMCA. Faye, Tom, and Pam also attended.

City Council liaison report: Jack mentioned an upcoming proposal that could provide additional opportunities for public and school programming on television and internet. He also recently visited a friend, who is a librarian, in California, where the state governor recently stripped state funding for library systems. He asked about Washington state funding of library systems. Pam answered that the libraries in the state receive LSTA funding (national funding channeled through the state library) for a variety of library projects statewide. We also received state funding this year for the Microsoft IT Academy.

Library Director's report: Pam just read an article concerning the federal budget just submitted by the House which eliminates funding for the Institute of Museum and Library Services (IMLS) – the source of federal funding for libraries.

Pam met with Tara Sundin, from the Mayor's office, and they went through all of the notebooks on site selection and planning. She invited the Mayor to our May 20 board meeting.

Pam, Tom and Jack met for a new Trustee orientation followed by a tour of the library; Rachel joined them for the tour. Pam would like to re-start public tours of Central once we have a Communications Manager hired.

We recently discovered a leak in the radiant floor heating pipes on the lower level by the staff lounge/Friends work area. The carpeting has been removed and will be replaced with a different kind of flooring. Facilities has turned off the water valve to that section of the floor.

Pam attended the grand openings for the Northwest Indian College Library and the South Whatcom Library. She also attended the Library Council of Washington meeting in Olympia.

Tom and Pam will be speaking at the September Cordata Neighborhood Association meeting.

Pam attended the YWCA Women's Hall of Fame dinner at which Julianna Guy was honored for her advocacy for a north side library and parks.

Meeting adjourned at 5:17 p.m.

Next Regular Library Board Meeting – May 20, 2014 at the Central Library, 210 Central Ave, Bellingham, Washington – at 3:30 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees