

Publication of the agenda and the approximate times are a guide to, and not a limitation on, the activities of Trustees.

**Central Library, 210 Central Avenue, Bellingham, Washington
Library Board Room – 3:30 p.m.**

AGENDA	TIME (approx.)
1. Call to order and introductions	2 min
2. Approve/modify agenda	1 min
3. Public comment This time is set aside for members of the public to make comments or ask questions. We ask that remarks be limited to three minutes.	3 min
4. Consent agenda All matters listed on the consent agenda are considered routine and may be approved in a single motion. A trustee may ask that an item be removed from the consent agenda and considered separately. <ul style="list-style-type: none">• Communications and FYI• Minutes March 13, 2018: Regular board meeting• Library performance & activity measures March 2018• Financial reports Claims: March 2018 YTD report: March 2018	2 min
5. Reports <ul style="list-style-type: none">• Board Chair• Library Board members• City Council liaison• Friends of Bellingham Public Library• Library Director	15 min
	Time check: 3:53
6. National Libraries Week – "Libraries Lead" <ul style="list-style-type: none">• April 8-14, 2018	5 min
7. 2019-2020 Budget planning	5 min
8. Whatcom Community Foundation distribution	5 min
	Time check: 4:08

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|-----------------------------------|-------------------------|
| 9. Library space planning | 15 min |
| 10. LOS document draft | 15 min |
| 11. Trustee email update | 5 min |
| | Time check: 4:43 |
| 12. New business | 2 min |
| 13. Action items for next meeting | 2 min |
| 14. Executive Session | |
| • Director search discussion | |
| 15. Adjourn | |

**Next Regular Library Board Meeting: Tuesday, May 15, 2018 – 3:30 p.m.
Location: Lecture Room, Central Library, 210 Central Avenue
Bellingham, Washington**

The library meeting rooms are ADA accessible; however, if you require a sign interpreter or other hearing accommodation, please allow the library 48 hours notice. Order of agenda items may be adjusted.



FAMILIES

In this electronic age we live in, here's how to get your kids interested in reading

BY CINDY UKEN
For The Bellingham Herald

March 25, 2018 07:05 AM

Updated April 04, 2018 07:45 AM

Reading is vital to a child's growth, according to Bethany Hoglund, head of youth services at the Bellingham Public Library. So, we tapped her expertise on different aspects of reading.

Q: At what age should a child be introduced to reading, and how?

A: Learning to read begins at birth. Children are born learning and ready to learn. Studies show that 85 percent of brain development happens during the first three years of life. This critical window in brain development helps form the "wiring" necessary to think, communicate, move

and form attachments with those around them. Reading aloud exposes children of all ages to new words, ideas, concepts and helps deepen the important loving bonds between parent/caregiver and child.

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The Bellingham Public Library staff also like to say that learning to read begins at birth, as learning to read is so much more than the decoding of letters and sounds. Learning to read comes after building a strong foundation of skills surrounding language and communication.

There are five practices that build a strong foundation to get ready to read: talking, singing, reading, writing and playing. We encourage parents to intentionally talk, sing, read, write and play with their child every day. Parents/caregivers are a child's first and best teacher – beginning to read begins at home, not at school.

We also like to tell parents that it is never too late to start reading with and to their child. If it is not something you have done, start today. Visit your local public library for book recommendations and suggestions to get you started.

The Bellingham Public Library offers 15 free storytimes weekly to children ages birth to 8 years. Storytime is a highly interactive experience between parent/caregiver and child that features stories, songs and movement. Storytimes help to develop early literacy skills as well as a love of books, stories and the library.

Q: What is the best way to get a child interested in reading?

A: The best way to get a child interested in reading is to read with them and form a love of books and story early on. Make reading together and sharing stories an important, fun and special time together. Find stories and topics that the child is interested in. If the child is a struggling reader, empower the student to choose books they are interested in, not just those at their reading level.

Q: Why is reading so important?

A: The ability to read is a key to success. There are numerous studies that show correlations between being below reading standards in school and not graduating high school.

At a basic societal level, we want to have a country with literate citizens. There are too many doors of opportunity that are closed if one is unable to read. Reading together as a family forms strong, lasting bonds and memories. Adults that were read aloud to as a child by a parent or teacher can often fondly remember a book that mattered, even how that book made them feel at the time.

Reading in general also is important, as books are windows into the lives of others. Books give children and adults the opportunity to put themselves in another's shoes and/or situation – to have an experience with which you are unfamiliar and uncomprehending of the situation.

I love how books have the ability to more authentically place you within a life/country/world/occurrence as an active participant in the story, to have direct insight into the thoughts and experiences of other more so than a movie or television show can do.

Books also can be used by parents/caregivers to gently introduce difficult topics, such as death. Shared reading allows for the child to ask questions of the parent/caregiver to help deepen their understanding and provide clarity. Conversely, the parent/caregiver can ask questions of the child about the story or characters help not only build comprehension skills, but to introduce important life skills such as empathy and compassion.

Q: How does it help with a child's overall growth?

A: For me, it all goes back to the beginning. Shared reading helps build and strengthen the bonds of attachment. Strong bonds of attachment between parent/caregiver and child lead to the child feeling safe and secure; ready to grow, learn and flourish. Reading together early builds a strong foundation of early literacy skills upon which a child will be able to learn to read when ready. After learning to read, children move towards reading to learn. This progression leads to confidence in children and overall feelings of accomplishment, opportunity and success. We want all children to be confident and succeed; to be given the opportunity to do so from the beginning.

Q: What does a parent do if a child simply won't pick up a book?

A: Have books around and available for your children. Have them in a place that kids can get to them on their own. Also, use your public library. Get your child a public library card of their own, and have your children explore the library and choose the books and topics they are interested in. Allowing kids to choose their own books is empowering and motivates the child to spend time looking at the books they've chosen. Come visit the Bellingham Public Library – we have a great staff who love to help match books to readers/listeners.

Spend time reading as a family. This can be as traditional as having a read-aloud before bedtime, or ensuring that there is always a book or story playing in the car while running errands or going on a road trip. Make stories part of your daily routine.

If television shows captivate the interest of your child, there are plenty of books featuring the same characters and storylines available. Additionally, the same is true for movies. Many movies are based upon books; after watching the movie try reading the book.

Additionally, remember that reading books is not the only way for a child to become a reader. Be intentional about talking, singing, writing and playing with your child every day, in addition to reading. For fun suggestions about incorporating the five practices into your daily routine, visit the Bellingham Public Library's early literacy webpage for videos and tips at bellingshampubliclibrary.org.

Q: With the advent of smartphones, apps and TV, has reading books become obsolete?

A: No, reading books is, and will continue to be, relevant. That said, smartphones, apps and TV play a large role in our society and lives and are pretty amazing tools. Reading books requires us to slow down and use our imagination and critical thinking.

One of the best ways to model the importance of reading is to model it for the young people in your lives. Do your children always see you on your phone or tablet, or do they see you choosing a book, magazine or newspaper?

Much like a well-balanced diet, I think we should strive for a well-balanced use of media, both digital and print for children and adults. For many (myself included), this is harder than it sounds. Set the stage and expectation for your family by consciously and intentionally setting your device aside and choosing a book.

READY TO READ

Bethany Hoglund, head of youth services at the Bellingham Public Library, has a few tips for parents in regards to reading:

- Reading is supposed to be fun. Make reading a special, enjoyable time together, rather than a chore. Use your local library staff to help recommend books that your child (and you.) will enjoy.
- Read books over and over. While the titles may get repetitive for you, children learn from repetition and love listening to stories over and over. Ask them to help retell the story.
- If you only make it through one or two pages of a book, no problem. Don't force it, but don't give up. Feel free to not read every page or every word, do what fits the attention span of your child and slowly work up to the whole story.
- Try reading the pictures rather than reading the words. Feel empowered to just talk about the pictures in books rather than reading the words. This is a fun way to draw attention to the nuances in the pictures and ask your child to help discover what is going on in the story.
- It is important to talk, sing, read, play and write in your home language (the language most comfortable for you).
- We like to ask the question "what does reading look like at every age?" This honors the child at whatever stage of reading development they are at, and acknowledges that there are many stages within a child's development. For example, babies can be readers. Reading for a baby is often chewing on a board book. A toddler retelling a favorite story as they turn the pages is reading. Celebrate these successes and accomplishments to help encourage the child to continue on their journey of learning to read.



Dayton Is Making the Library a Must-Visit Destination

With recording studios, dazzling art installations, and rooms equipped for virtual reality, the city is future-proofing an oft-neglected urban amenity.

STORY BY
Valerie Vande Panne 

PHOTOGRAPHY BY
Andy Snow

PUBLISHED ON
Apr 2, 2018

Dayton, Ohio, isn't the first place that comes to mind when you think of a progressive U.S. city with Danish-inspired civic planning. Yet this post-industrial Midwestern city of 140,000 — the seat of a county that voted definitively for President Trump in the 2016 election — defies expectations. It has a

diverse population, farm-to-table bistros, a bike-share program, electrified public transit, an independent theater community, and forward-thinking architecture, design, and cultural institutions.

But the most progressive thing about Dayton — the thing that puts its coastal, blue-state brethren to shame — is its public library system, one of the most dynamic in the country.

In an era of widespread internet access, cheap digital books and federal disinvestment, cities across America are attempting to reinvent their aging library systems. Dayton is at the forefront of this movement. The **Dayton Metro Library** is leading the city's cultural transformation, putting \$1 million dollars into local art, and using the largest bond issue in state history to radically change the form and function of its library spaces. It is customizing branches for the specific communities they serve, implementing new architecture that can adapt to future technologies, and designing programming that integrates the library into the daily routines of city life.

In short, the city is reshaping the place of the public library in society, making an important “third place” where citizens go when not at work or at home. While libraries across the country risk going the way of the card catalogue, Dayton's is becoming a place for everything from family reunions to wedding receptions; theater to video production; virtual reality to cooking; and of course, reading, writing, and research.

PARTICIPATORY DESIGN

Dayton's reimagined library system got off to an inauspicious start. After years of meticulous study, discussion, and analysis, library officials were finally ready to unveil plans for a revamped system in September 2008. Weeks later, the global economy collapsed, and by November the plan had been shelved.

For a number of years prior, the library had suffered from a lack of state funding, says Tim Kambitsch, executive director of Dayton Metro Library. Facilities were deteriorating. “When we decided to go for a bond issue in 2007, we had a strategic plan we'd developed that said what we wanted to improve, [and] we had a broad scope of things we wanted to achieve.” None of their facilities, he says, did what they wanted.

Despite the 2008 crash and lack of funding, Kambitsch says Ohio's overall attitude towards libraries defies economic and nationwide trends. “I think one of the special characteristics in Ohio is we've had strong public libraries. There is a strong degree of support for libraries. It's amazing to see that amount of support.” In 2009, in the depths of the Great Recession, the library asked Dayton voters for an increase in their levy, and an incredible 73 percent of them responded by approving the request.

In 2011, at a board member's encouragement, the 2008 plans were dusted off, and officials refreshed the data and restarted public meetings and polling to learn what each community's aspirations were for their library branches. “We found an incredible amount of support for us to do what we had aspired to do for our community,” says Kambitsch.

The county treasurer at the time encouraged the library to “go for the whole enchilada,” says Kambitsch, and embrace an expansive vision that would be paid for with a bond issue, requiring voter approval. “One of the things that became obvious to us was the fact that we were making this big ask,



A child warms up in the Story Corner in the Main Downtown branch.

that people recognized this was going to be something special,” says Kambitsch. “At the same time, it engaged the conversation ... of what the contribution to the community could be. It built a greater aspiration from the community — what did they want?” Even with the big ask — \$187 million and the largest bond issue in state history — Kambitsch says the plan still enjoyed overwhelming support.

The bond issue passed in 2012, and shortly thereafter an anonymous donor bequeathed one million dollars to the library, which officials decided to spend on art for the new branches the bond issue would pay for.

The communities moved forward, collaborating as a part of a holistic process that enabled them to be a part of the planning before any architectural blueprints were drawn up. Architects and library administrators listened to residents at heavily attended forums to learn what was special about each community and what their priorities were for the library branches serving them.

The music studio in the Northwest branch is the direct result of such listening. The community was proud of being the center of the genesis of funk music — Troutman Studios were located just a few blocks away, and the Ohio Players practiced in a garage nearby — and they wanted to celebrate that history, says Kambitsch. “So we created a recording studio in that branch. That was a direct reflection of what the neighbors told us was important to them in that neighborhood.”

To create such individualized branches, the Dayton Metro Library turned to **Group 4**, a San Francisco-based architecture firm that specializes in library design. Over the course of the renovations, four other local architecture firms joined in collaboration on various branches.

David Schnee, a principal at Group 4, says they modeled concepts for the Dayton Metro Library system on **Dokki**, a Danish library that calls itself a “citizens’ house” and functions as a “center for knowledge and culture.” DOKK1 includes a playground, a café, a “creative room” for young children, the city archives, a nursing room (though nursing is permitted throughout the facility), a game room for board games, citizen support services, and media in multiple languages — in addition to library standbys like a quarter of a million books.

Dayton’s system is now “one of the first American interpretations of the concept of having the library be an active community center,” says Schnee. From the beginning, he says they wanted to be sure their plans were “reflecting and celebrating the communities and values in which the libraries are located.” There were “some common aspects in branding,” but the “opportunity to have it fit and tailor to location, demographics, needs, and values” was a huge part of the process. That process enables the library to be firmly anchored in the fabric of community life while still moving decidedly into the future.

Branches offer meeting rooms as well as collaborative spaces with tables, TVs and white boards — some areas look more like a co-working space than a traditional public library. There is a laptop vending area where you can check out a laptop and take it to a cushy chair or sofa next to a gas fireplace or picture window to work. Audio and video equipment can be accessed at every branch, and some branches have editing suites and green screen rooms. Two libraries have complete recording studios — all in line with the idea that libraries are a place to create content, not just consume it. Each space inspires dignity, and library officials work hard to keep the libraries clean and welcoming.

Recognizing that the libraries needed to be modern not only now, but in the future, the architects included “opportunity spaces” at each branch — spaces that can be easily modified to accommodate evolving needs. Inspired by DOKK1, Schnee describes opportunity spaces as “flexible galleries and lab

spaces used for prototyping/testing new library services, hosting service partners, and a wide range of other activities.”

Schnee says the spaces can be used as nonprofit incubators, or for unique events or installations. (They’re set up to handle everything from cooking courses to solar vehicle conversions to virtual reality.) They give the library the flexibility to grow into new technology as it develops and the library seeks to expand. “We wanted to future-proof [these libraries],” explains Kambitsch.

The Dayton Metro Library also explored what other libraries were doing, such as in Chattanooga, where the main library’s “4th Floor” hosts a “public laboratory and educational facility with a focus on information, design, technology, and the applied arts,” where power tools, a 3D printer, laser cutter, screen printer, virtual reality and a sewing lab are all available to the public.

“We don’t know what the next big thing for libraries is,” says Jayne Klose, spokesperson for the Dayton Metro Library system and former campaign manager for the \$187 million bond. “We didn’t want to build our buildings so tight we wouldn’t be able to [reconfigure] them.”

ART AT THE CENTER

Throughout the spaces, from the ceilings to the walls — even looking through glass windows — is art, created by local artists and rooted in the uniqueness of each individual branch’s neighborhood. The permanent installations are testaments to the values each community holds dear, and further integrate the new library spaces into the communities they serve. When the Dayton Metro Library received that \$1 million-dollar anonymous donation, its officials decided that they wanted to spend the money on art, and also that they themselves were not art experts. After issuing a request for proposals, they decided to partner with the [Dayton Art Institute \(DAI\)](#).

The partnership resulted in a program, [Reimagining Works](#), whereby local communities inform the DAI of their values via public forums. The DAI then selects work from its collection that reflects those values. The architects and library administrative staff attend these forums too, collecting information that will ultimately inform their library branch designs. The public votes on the DAI’s selections, and the “winning” pieces, along with the basic architectural plans for the library, are then presented to local artists as inspiration for their works. Those artists — all from Ohio, and all from within 250 miles of Dayton—submit their proposals to a board that includes members of the community, the library, and the DAI. These forums are ongoing, held regularly as renovations to the libraries continue through 2020. Each location will receive one to six pieces of art, with the amount of money spent on the art determined by that location’s square footage.

The entire project is a huge source of support for local artists, offering them an opportunity to have their work on permanent display in their own hometown. Commissions range from a couple thousand dollars to six figures for the main library’s signature piece, [Fractal Rain](#), an installation suspended 60 feet in the air and comprised of 3,756 prisms and five miles of steel wire.

“It was incredibly forward-thinking for the library to invest its money in art,” says Susan Anable, the DAI’s project manager for [Reimagining Works](#). “It’s great, because the community is involved often and from the beginning.”



At the Brookville branch, artist Suzanne Ley chats with Meredith Moss of the Dayton Daily News about her art piece on display at the library while a young local musician plays in the background.

Also included from the beginning is the art itself, which is integrated into the library spaces during the architectural process so it fits seamlessly with the building designs. The artists work with the builders to ensure that a fire alarm, for example, won't be placed where their work will hang. "The way the library approached it, from an artist's point of view, it was wonderful," says James Michael Kahle, a glassblower who has contributed glass art to both the [Brookville](#) and [New Lebanon](#) branches. (Kahle's pieces are designed to be touched and integrate with the environment and light, inside and out.) "When there was an issue, it was quickly resolved. That is really a big part of getting it done and getting it done well. Going to the architect and saying, 'We don't want sheet rock there, because a 300-pound piece of glass will go there.'" Kahle was also able to make sure the electricians installed the appropriate outdoor lights to light his work after dark.

"I remember when federal buildings needed 4 percent of their budget spent on art," adds Kahle. "The idea of a public space to get to the artist at the beginning of the design phase allows you to do much more and have it ready when the building opens. You get so much more bang for your buck. You have to understand the parts before you put it in motion."

The result allows the public to interact in new ways with their environment and each other: families can circulate directly from the library's children's section out into a park, a local theater company can use an opportunity space to build scenery pieces for their latest show, and [The Funk Music Hall of Fame and Exhibition Center](#) can create its first-ever installation — planting its roots in the very neighborhood where funk music was born.

The natural integration that occurs when worlds collide helps libraries as well as patrons. The community is interacting with the library in new ways, hosting everything from family reunions to grassroots organizing to chamber of commerce meetings at the library. Everyone in the community, from people with disabilities to funk music aficionados to recent immigrants and refugees can interact with fellow Dayton locals who they might not otherwise have met in an increasingly siloed society. This

gives much needed exposure to, for example, new nonprofits, and cultivates a sense of place and camaraderie as members of a thriving, diverse Dayton community.

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PUBLIC LIBRARY DISINVESTMENT

While Dayton sits on the forefront of bringing libraries not just into the present but into the future, the federal government seems committed to keeping them trapped in the dusty, distant past.

“Once again, this year the White House’s proposed federal budget includes cancelling funding for the **Institute of Museum and Library Services (IMLS)**, an organization vital to state-funded library projects, especially in rural America,” says Karl Johnson, marketing coordinator at Group 4.

The American Library Association has been sounding the alarm about the cuts, which could decimate library systems in communities across the country. “The administration’s FY2019 budget is out of touch with the real needs of Americans and the priorities of leaders in Congress who represent them,” wrote American Library Association president Jim Neal in a **February 2018 statement**. “The president miscalculates the value of more than 120,000 libraries across America.” Indeed, two-thirds of Americans say closing their local library would have a “**major impact**” on their communities as a whole.

(It’s important to note that, while sacrificing libraries to budget cuts may fit with the Trump administration’s ethos, the Obama administration **also proposed cuts** to the IMLS.)

Libraries, Neal writes, need that money to help their patrons with everything from job training in Arkansas to business development in North Carolina to GED preparation courses in Kansas — demonstrating that even while libraries might increasingly be seen as archaic, they are nevertheless in high demand, especially in the rural parts of the country. After all, **62 percent of public libraries report** they are the only source of free internet in their communities.



Teens relax in the TEEN area on the second floor of the Main Downtown branch. Nearby their friends play online interactive games on a giant-screen HDTV.

According to a [Pew](#) report, Americans want and are expecting more from their public libraries — including programs that teach digital skills, such as how to use 3D printing technology — and want their libraries to offer “more comfortable places for reading and relaxing.” The same report also notes that in an era rife with fake news, the local library is becoming a go-to source for information the public can trust, and is a place the community can turn to in times of crisis, including natural disasters.

The fight for funding might, therefore, be a familiar one at the federal level, but in Ohio, [nearly 90 percent of all bond issues](#) for local libraries have passed since 2010, leading to the state spending over a quarter of a billion dollars upgrading its local library systems.

Nowhere does this impact seem as significant as in Dayton, where Reimagining Works and Dayton’s own neighborhoods serve as inspiration, and branches across the library system have become showcases for local art and community engagement.

CONNECTING PEOPLE WITH PLACE

The downtown Dayton community’s relationship with rain and flooding helped to inspire the main library’s signature piece, “Fractal Rain.” In Southeast Dayton, it was sycamore trees that provided the inspiration.

The community wanted to make sure that none of the trees would be removed for the new library, so Georgia O’Keeffe’s “Purple Leaves” was selected to inspire a work now being created by Kate Huser Santucci, a 46-year-old Dayton local. Santucci, who [creates in mixed media using a beeswax and oil paint medium](#), has lived within walking distance of the Southeast branch for over 20 years. In addition to “Purple Leaves,” her work will also be a reimagining of “Ovala Marea” by Therman Statom, as well as the story of how her neighborhood has changed, with new residents from Rwanda, Burundi and Turkey, in addition to the community’s emphasis on communal garden spaces.

“Local nature,” says Klose, comes into each library and artistic project.

The new art can be literal or conceptual, says DAI’s Anable, but either way, the artist is required to explain the rationale behind the piece they intend to create. This explanation becomes an important piece of the selection criteria. “The merit is first,” says Anable, “but it’s also important the artist makes a connection to the museum’s collection. It’s a multi-layer process. It begins when the next branch is identified to be rebuilt or remodeled.”

Terry Welker, 62, the creator of “Fractal Rain,” has lived in Dayton since he was a teenager. His artistic specialty is large-scale mobiles. Of the thousands of prisms in “Fractal Rain,” which was inspired by Monet’s “Water Lilies” and a Chimú mummy mask from Peru, a sixth are hand-colored with the hues of Monet’s work. “If you look at the sculpture at certain times of the day, the colors reveal themselves,” says Welker. It took eight days and a 62-foot lift to install the piece. Photographs don’t do the work justice: It is a piece of art to experience in person — at the public library, for free.

The art creates cross-currents between the Dayton Art Institute and the Dayton Metro Library. Art Institute patrons go to the library to see the Institute’s work “reimagined,” and library users go to the DAI to see the original inspiration for each piece — exactly the kind of urban integration the new library system was designed to catalyze.

The partnership, says Anable, also reinforces the importance of public art and sends the message to local artists that their work is valuable. “To have it in a library, accessible to all at no charge, is great. It’s wonderful. I think it’s a great model for communities.”

And as a space to integrate those communities, the library strives to serve everyone, from immigrants in need of language or citizenship support to students doing in-depth research to the developmentally disabled.

The Montgomery County Board of Developmental Disabilities Services put on a multi-media, interactive exhibit that celebrated the lives and stories of their clients at the main branch. It showcased their clients’ work and the contributions they make to their communities. They displayed an audio/video presentation conducted by local NPR-affiliate WYSO called “Just Ask: Talking about Disability,” where their clients talked about issues that concerned them. The local transit authority, the RTA, came and shared information about their resources, and the library selected and displayed books about — and authored by — people with developmental disabilities. Some of the clients painted — one, who is unable to use her limbs, paints using headgear with a brush attached. A workstation was set up where patrons could try painting with the headgear themselves, creating a shared experience.



People with special needs and disabilities make art on the first floor space at the Main Downtown branch, which is specifically designed for art projects and presentation.

“The goal was to demonstrate how people with developmental disability contribute to the community with their talents,” says Janice Saddler Rice, director of communications at the Montgomery County Board of Developmental Disabilities Services. “The whole piece was about empowering people.”

The libraries, says Rice, provide “a space designed to be used to its fullest potential. Folks brought paints into the space, and they didn’t blink. They welcomed the idea that people with disabilities would be creating art in the space. And they set this space up so it would be simple to maintain.”

Schnee says the public library is really in the business of community. In Dayton, the new library designs serve as catalysts for the revitalization of the neighborhoods they’re located in. Kambitsch says that looking out his office window at the main library, there are 14 new condo buildings going up. Formerly abandoned buildings are being renovated or creatively re-used, and home values (and rents) are rising near the new libraries. “I know we add to the confidence that is happening, to give them initiative to move forward,” he says.

“The self-perception of the city,” he adds, is “to help the community be greater in its aspirations of what it wants. ... We’re all a part of something special here.”

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Valerie Vande Panne is a freelance journalist based in Cambridge, Massachusetts. Her work has appeared in Columbia Journalism Review, Politico, and The Boston Globe, among many other outlets. She is the former editor of Detroit's alt-weekly, the Metro Times.

FOLLOW VALERIE



Since 1973, Andy Snow has been making photos and videos for clients such as GE, Midmark, and Time Warner. His assignments have been published in Fortune, The New York Times, Newsweek, and the Wall Street Journal. Since appearing in the Communication Arts Photography Annual of 1991, his happiest recognition is being named in 2013 as one of 20 Best Photographers by the American Society of Media Photographers (ASMP).

7 Comments

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Bellingham Public Library



**Regular Meeting of the Library Board of Trustees
Tuesday, March 13, 2018 – Central Library
4:00 p.m.**

Minutes of Actions and Decisions of the Library Board of 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: Rick Osen, Rebecca Craven, Jim McCabe and Damani Johnson

Library Staff: Nancy Kerr, Beth Farley, Bethany Hoglund, Janice Keller, Jon McConnel, Jennifer Vander Ploeg and Wendy Jenkins

Others Present: April Barker, City Council Liaison; Faye Hill, Friends of BPL; 19 Library staff members

Call to order and introductions: Regular session was called to order at 4:01 p.m. by Chair, Rick Osen.

Approve/modify agenda: Rebecca Craven moved to approve the agenda. Jim McCabe seconded. Motion carried.

Public comment: Katie Bray read a letter addressed to the Board, signed by 45 staff members, in support of Nancy:

Dear Bellingham Public Library Board,

We, the undersigned Bellingham Public Library Staff, would like you to hear our experienced opinion of our Interim Director, Nancy Kerr, today so that you understand how much of the library staff appreciates her and her efforts to improve the library in the last year.

We believe that Nancy is an effective, successful, and professional director that has made a lot of great changes in her short tenure. Her desire to put patrons and staff first has garnered this library a lot of support in City Hall as well as in the general community. We believe that she is the director we want, need and respectfully hope that the Library Board takes this view into consideration when you conduct your search for a permanent director of the library.

This is a partial list of Nancy's successes here at Bellingham Public Library:

- Nancy has greatly improved the library's presence in City Hall and that has helped us get more money for the library and recognition for our work in the community.
- Nancy has improved staff morale, encouraged open and transparent communication, and generally made the library an easier place to work.
- Nancy is very aware of our staffing, space, collection, and technology issues and is doing a lot of work to change, improve, and/or solve them with staff, board, and City input.
- Nancy's dedication to our patron base is extraordinary and it shows in every interaction she has with the public.
- Nancy is currently focused on improving or changing a lot of lingering challenges around the library and it would be to our detriment to lose her before those changes fully take effect.
- Most importantly, Nancy has won our trust and we would like to see her become our permanent director.

We thank you for your time and consideration as well as giving us this space to speak on this matter.

Sincerely,
Bellingham Public Library Staff

Rick thanked the gathered staff members and stated their opinion will be considered very seriously.

Consent agenda: Rebecca pointed out that circulation statistics continue to astound, mentioning Overdrive is up 25% and overall stats are up 15%. Rebecca Craven moved to approve the February 1, 2018 Special meeting minutes, the February 20, 2018 Regular meeting minutes and the February 2018 performance and activity measures and financial reports. Jim McCabe seconded. Motion carried.

Board Chair report:

- The anticipated timeline for the Director search is position closing on April 6; Skype interviews of semi-finalists on April 27; and final, on-site interviews on May 21 and 22. Rick asked that trustees and April be available if possible.
- With the goal of incrementally improving the current facilities, Rick requested an ad hoc Facilities Committee be formed and appointed Jim to work with him. In previous years, the Board set aside Endowment Fund distributions for the purpose of planning. We are pursuing using some of those funds to hire an architect to provide ideas and cost estimates for small scale improvements. Rick met with Nancy and the management team last week to brainstorm needs.
- At last month's meeting, the board discussed getting City email accounts for trustees. Rick requested the opinion of James Erb, Assistant City Attorney, who suggested going forward with this. Rick asked Jon to begin the process.

Board member reports: Rebecca offered kudos to those involved with Whatcom READS. She said the Mount Baker Theatre event was really fun.

City Council liaison report:

- Council is continuing the discussion on the creation of a Regional Fire Authority (RFA). A public hearing is scheduled for April 9.
- Work continues on the Annexation Phasing Plan, looking closely at the Alderwood area, including the airport.
- April commented on the new biennium budget timeline, adding she would like to be in on Library budget conversation and also suggested inviting other Council members. Rick said that the budget will be a regular agenda topic for the next 3 to 4 meetings.

Friends of BPL report:

- Faye reported that their board meets next week and they are planning their Annual Meeting which is to be held April 28.
- The Friends had a table at the Whatcom READS Mount Baker Theatre event. They encouraged membership and gave away books and chocolate.

Library Director's report:

- The Interlibrary Loan Specialist and Director positions were both posted on March 2. We will be interviewing soon for the Adjunct Librarian position.
- Nancy has been working with Myron on the elevator repair – we now are just waiting on the permit process.
- Nancy, Doug, Paul and Jon had a meeting with IT staff – we will be requesting the ILS upgrade and an electronic sorter in the next budget cycle and need to ensure there will be adequate staffing for support.
- The Parks department is doing a great job cutting back overgrown foliage.
- Included in the packet are a couple of articles including one that lists the topics featured at the upcoming PLA conference in Philadelphia, such as *The Opioid Epidemic*, *Embedding Legal Services*, *Cultural Competence* – very different topics than the 'providing better reference' of past conferences. Jon added that one session, *Reflecting Community: The Importance of Equity, Diversity, and Inclusion in Library Staffing*, is being presented by Brian Hulse, South Whatcom Branch Manager.

Level of Service standard, Staff FTE: Rick reported that he and Nancy met and discussed the Staff FTE draft again and they believe 50 is an accurate number for Low or Minimal LOS, but this doesn't imply that is an adequate operational number. All of the LOS standards will need to work together, for example we can't get to Medium or Operational for materials or hours without having the staff. The Board has developed each standard separately, but now they will work on pulling them all together. Working on the premise that it is better to request increases in incremental steps will help to prioritize budget requests.

In response to discussion, Nancy added that this is not an exact science. These numbers are best estimates based on current information, but if other parameters change, such as hours of operation or new technology, the numbers may need to be reevaluated.

April asked for clarification about the bullet comments on the draft and suggested in the tying-together document, that the narrative state what we would be able to provide at an increased LOS, such as equity of service.

Rebecca Craven moved to adopt the Staff FTE LOS. Jim McCabe seconded. Motion carried.

2019-2020 Budget priorities: Rick reported this will be a main topic for the next several meetings. He emphasized the positive feedback we have received from the Mayor, who appreciates the LOS work we have done. Rick suggested the first step is to list major categories and then, down the road, prioritize them. Rick and Nancy have developed a list – some items that are a one-time expenditure and others that are ongoing costs.

- Integrated Library System (ILS): an RFP is being drafted and more solid dates should be available soon. The last time we upgraded, IT covered the cost – they would need to make a budget request for this. The ILS will require a higher yearly maintenance cost – we need to make a budget request for this.
- Electronic book return sorter: this will likely require three aspects – the purchase, a facilities retrofit, and a small yearly software maintenance fee. Nancy added that sorters generally pay for themselves after a while – nobody loses their job because of a sorter, but people are often re-purposed. Jon will be attending PLA and should have the opportunity to talk with sorter vendors.
- Staffing: this would be an ongoing cost. Nancy is working with the management team on prioritizing needs, first looking at tasks that have been tacked onto other positions and essential tasks going forward that we have no one to do. Rebecca asked if additional security is on the list. Nancy responded that it is, along with many other positions.
- Materials: last year Council approved a 3-year step increase in materials. This will move us closer to the 2nd Level of Service.
- Space planning (as mentioned earlier).

Policy update and changes:

- Meeting Room Policy update: Nancy reported that there have been a few disgruntled patrons concerning the changes, but after taking the time to sit down and talk with them, they have been understanding. Janice, Jon and Donna have put in many hours of work on this ongoing upgrade project. Rick thanked them for their work on this.

Whatcom READS: Janice reported that Sunil Yapa was an inspiring, thoughtful author. He did five events in three day, meeting about 1000 people (and probably remembering their names). Next year's book was announced: *The Big Burn: Teddy Roosevelt and the Fire that Saved America* by Timothy Egan. Janice thanked everyone, especially the Friends for their support of Whatcom READS.

New Business:

- Concerning Public Comment during board meetings, Nancy and Rick asked for guidance from City Assistant Attorney James Erb. James informed them that some boards have public comment, others do not – the boards that do, thank the person for their comment, but do not respond. An issue can be added to the agenda if the Board wishes. April added that Council follows Robert's Rules of Order, also thanking, but not responding.

- Rebecca asked if James Erb had responded yet concerning the updated Rules of Conduct. Beth Farley responded that she thinks he did and she will forward James' response to Rebecca. Beth is willing to meet with Rebecca to answer questions.
- Rick suggested a review of the Board of Trustees By-laws.
- April offered to resend the link to the Coalition of Communities of Color self-assessment organizational tool (the first expired before opening).

Action items for next meeting:

- LOS standards
- Budget requests
- Rick asked that next month's board meeting be moved from the Barkley Branch Library to Central – at past meetings patrons were using the space and he felt our meeting was intrusive.
- April mentioned the Equity Summit 2018 that will be held in Chicago in April. There is a coalition from Whatcom County planning to attend.

Meeting adjourned at 5:11 p.m.

Next Regular Library Board Meeting – April 17, 2018 at the Central Library, 210 Central Avenue, Library Board Room – at 3:30 p.m.

Chair, Library Board of Trustees

ATTEST
Secretary, Library Board of Trustees

Bellingham Public Library Performance & Activity Measures, 2018

			Year to Date		% of change YTD
	March-18	March-17	2018	2017	
Holdings - Number of materials in the library's collection					
Physical copies added to the collection	2,236	2,258	7,090	5,673	24.98%
Electronic copies added to the collection	973	807	3,198	2,430	31.60%
Physical copies withdrawn from collection	(3,611)	(410)	(12,707)	(1,170)	986.07%
Total physical holdings			174,731	197,258	-11.42%
Total electronic holdings			74,363	61,750	20.43%
Total Holdings (Physical and Electronic)			249,094	259,008	-3.83%
Circulation - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
Central Library					
Adult	59,277	59,004	180,408	166,908	8.09%
Youth	43,177	38,857	128,527	109,691	17.17%
Sub-Total Central	102,454	97,861	308,935	276,599	11.69%
Fairhaven Branch					
Adult	7,918	7,509	23,120	19,960	15.83%
Youth	2,585	2,356	7,117	6,550	8.66%
Sub-Total Fairhaven	10,503	9,865	30,237	26,510	14.06%
Barkley Branch					
Adult	5,723	5,231	17,207	13,964	23.22%
Youth	3,480	3,169	9,720	8,405	15.65%
Sub-Total Barkley	9,203	8,400	26,927	22,369	20.38%
Bellingham Technical College					
Adult	68	95	254	246	3.25%
Youth	11	7	57	23	147.83%
Sub-Total BTC	79	102	311	269	15.61%
Whatcom Community College					
Adult	370	399	1,056	944	11.86%
Youth	88	100	228	289	-21.11%
Sub-Total WCC	458	499	1,284	1,233	4.14%
Western Washington University					
Adult	482	547	1,373	1,453	-5.51%
Youth	235	218	676	540	25.19%
Sub-Total WWU	717	765	2,049	1,993	2.81%
Online Services					
NW Anytime Library Overdrive	17,322	13,693	49,405	39,263	25.83%
Tumblebooks - discontinued November, 2017	0	703	0	4,860	-100.00%
RBdigital	1,371	1,340	4,324	4,716	-8.31%
Sub-Total Online	18,693	15,736	53,729	48,839	10.01%
Total Circulation	142,107	133,228	423,472	377,812	12.09%
Holds Activity					
Holds Resolved - BPL staff filling holds for pickup at BPL & WCLS Systems	51,949	54,224	161,951	149,282	8.49%
Holds Filled - holds checked out at BPL, FH, Barkley and Connections	33,877	34,189	104,125	95,859	8.62%
Services					
Persons Visiting - Number of persons counted as they enter the libraries or visit remote website					
Central Library					
Adult	42,275	46,564	123,673	128,426	-3.70%
Childrens	11,608	13,745	34,387	38,487	-10.65%
Fairhaven Branch	7,678	8,074	22,424	21,537	4.12%
Barkley Branch	4,741	3,824	12,445	11,169	11.42%
Total Persons Visiting	66,302	72,207	192,929	199,619	-3.35%
Website Visits - This count reflects number of visits to www.bellinghampubliclibrary.org	42,746	42,864	128,216	126,663	1.23%
Bibliocommons Visits - This count reflects number of visits to Bibliocommons	12,663	9,614	38,122	30,979	23.06%
Total Website Visits	55,409	52,478	166,338	157,642	5.52%
Computer Usage - Number of sessions					
Central Library					
Adult & Teen (30 terminals)	5,479	6,268	16,060	17,186	-6.55%
Childrens (3 terminals)	164	228	470	645	-27.13%
Fairhaven Branch (7 terminals)	618	728	1,775	1,940	-8.51%
Barkley Branch (4 terminals)	301	326	803	853	-5.86%
Total Computer Usage	6,562	7,550	19,108	20,624	-7.35%
New Borrowers Registered					
Central Library	430	570	1,362	1,452	-6.20%
Fairhaven Branch	34	49	100	148	-32.43%
Barkley Branch	39	37	91	88	3.41%
Total New Borrowers Registered	503	656	1,553	1,688	-8.00%
Programs - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	130	148	354	390	-9.23%
Attendees	3,403	3,809	9,337	10,018	-6.80%
Volunteer Hours	466	852	1,846	1,713	7.78%

LIST OF CLAIMS AGAINST THE BOARD OF LIBRARY TRUSTEES AND THE CITY OF BELLINGHAM TO BE CONSIDERED AND APPROVED AT THE REGULAR BOARD MEETING OF APRIL 17, 2018, IN ACCORDANCE WITH RCW 27.12.210 AND 27.12.240.

ADMINISTRATION	VENDOR	AMOUNT
Key copies	Accurate Lock & Security	6.20
Member dues	American Library Association	71.00
Toner; headsets; keyboards; computer	Amazon.com	762.48
Brawny wipes	Bay City Supply	160.96
Nameplate	Bay Engraving	21.74
Book on CD cases	Blackbourn Media Packaging	2,219.82
CD/DVD cases	Brodart Co.	1,184.83
Advertisement	Cascadia Newspaper	226.00
Label ink	CDW	231.27
Lost Interlibrary Loan item	College of St. Benedict	20.00
Printing; copier paper	Copy Source	765.17
Water @ Barkley Branch	Crystal Springs	27.28
Book carts	Demco	1,292.33
Advertisements	Entertainment News NW	937.00
Whatcom READS event	Fire House Performing Arts Center	260.88
Conference room white board	Flex-a-Chart Manufacturing	313.86
Copier leases	Great America Financial Services	564.38
Clamps	Hardware Sales	3.37
Paint	Home Depot	6.50
Name tags	Laserpoint Awards	20.65
Whatcom READS design	Max D. Morin Design	575.00
Mileage reimbursement	Jon McConnel	62.13
Stampers	Minuteman Press	17.12
Security software maintenance	Ninite.com	21.74
Lost Interlibrary loan item	North Central Regional Library	25.00
Copies (January & February)	Oasys Inc.	1,159.47
Office supplies; copier paper; toner	Office Depot	1,538.03
Diesel fuel (January & February)	Reisner Distributor	353.81
Signs	SafetySign.com	161.79
Barcodes	Sirsidynix	928.84
Signs	Smart Signs	98.35
Whatcom READS performance	Tracy Spring	660.00
Labels	Stickybusiness.com	1,062.30
Barkley operating costs	Talbot Services LLC	533.33
Microfische machine lease (January & February)	Technology Unlimited	678.28
Book bin covers; safety mirror	Uline	302.24
Debt collection service (January & February)	Unique Management Services	698.10
Lost Interlibrary loan item	University of Northern Iowa	120.00
B & O taxes	WSDR	63.81
	ADMINISTRATION Sub Total	\$18,155.06
 PUBLIC SERVICE		
Library materials returned	Library Refunds	130.92
	PUBLIC SERVICE Sub Total	\$130.92

TECHNICAL SERVICES

Book processing	Baker & Taylor	5,765.98
CD & DVD processing	Midwest Tape	1,097.49
ILL & tech services	OCLC	2,193.49

TECHNICAL SERVICES Sub Total \$9,056.96

LIBRARY ACQUISITIONS

Books, recorded books, CDs, DVDs	Amazon.com & other credit purchases	1,027.44
Books	Baker & Taylor	18,727.19
Books	Cavendish Square Publishing	212.55
DVDs	David Albright Media	21.74
Database	Mango Languages	3,555.56
DVDs, CDs, recorded books	Midwest Tape	7,902.03
DVDs	National Geographic	82.33
Books	National Underwriters	321.75
Books	New Readers Press	56.16
eBooks, audiobooks	Overdrive Inc	3,501.53
Books	Scholastic Library Publishing	284.70
Books	Sealaska Heritage Store	54.60
Periodicals	Skagit Valley Herald	(526.01)
Databases	Value Line Publishing	4,200.00

LIBRARY ACQUISITIONS Sub Total \$39,421.57

GIFT FUND

Books	Baker & Taylor	3,262.97
Programming advertisement	Entertainment News NW	613.00
Teen programming	Fred Meyer	71.55
Books	Gale	163.50
Whatcom READS printing	Lynden Tribune printing	574.01
Programming supplies	Michael's	79.10

GIFT FUND ACQUISITIONS Sub Total \$4,764.13

TOTAL GENERAL FUND \$66,764.51

TOTAL CLAIMS \$71,528.64

GL787

WKD - MONTHLY REPORT - GF

Report Format 712

Acc.Period 3 ending March 31, 2018

Transaction status 1
Rounding to Whole Dollars

		YTD Actual	Adopted Budget	Revised Budget	Variance From Revised	%% Complete
Dpt 0190	LIBRARY					
Grp 191	LIBRARY ADMINISTRATION					
ExO 010	SALARIES & WAGES	65,224	261,808	253,365	188,141	25.7
ExO 020	PERSONNEL BENEFITS	28,041	118,000	120,962	92,921	23.2
ExO 030	SUPPLIES	21,004	79,784	93,914	72,910	22.4
ExO 040	SERVICES	105,088	345,667	354,285	249,198	29.7
ExO 050	INTERGOVT SERVICES PAYMENTS		6,500	6,006	6,006	

Grp 191	LIBRARY ADMINISTRATION	219,357	811,758	828,532	609,176	26.5
Grp 193	LIBRARY SERVICES					
ExO 010	SALARIES & WAGES	506,002	1,969,453	2,003,603	1,497,601	25.3
ExO 020	PERSONNEL BENEFITS	218,046	900,588	922,961	704,915	23.6
ExO 030	SUPPLIES	121,093	406,465	451,590	330,497	26.8
ExO 040	SERVICES	4,381	30,205	32,885	28,504	13.3

Grp 193	LIBRARY SERVICES	849,523	3,306,711	3,411,039	2,561,517	24.9
Grp 195	LIBRARY FACILITIES					
ExO 040	SERVICES	117,039	469,212	468,041	351,002	25.0

	Report Final Totals	1,185,918	4,587,681	4,707,612	3,521,694	25.2
=====						

Bellingham Public Library

Nancy Kerr, Director



Director's Report 04/17/2018

Staffing

9 candidates were interviewed for the open full-time Specialist 1 position, with the primary responsibility of interlibrary loan. Five were in-house candidates, and four had interlibrary loan experience coming from other libraries. We are pleased to announce that Amy Lathrop, currently working here as a clerk-driver, will start in this full-time position on May 1. Jennifer VanderPloeg and I will be conducting interviews for Adjunct Librarian on Friday 4-13 and on Monday 4-16. Wendy has submitted a Request to Fill for Amy's current position, and the clerk-driver job will be posted internally as soon as we have permission to do so.

Building and Operations

It has been over three months now since we've had a working passenger elevator. Although our patrons have been extremely patient, we worry every day that someone who really needs to use the elevator will be injured trying to take the stairs. We believe that the repair process will start in the next few weeks, but are waiting for confirmation of an exact date from Public Works.

We have had some growing crowds sleeping in front of our front door area in the early morning hours, and have reminded them that there is no camping on library property. We have spoken to the Hot Team and called police when necessary to clear the area prior to opening.

Darkness to Light Training

More sessions remain for Darkness to Light training, offered here in our Lecture Room by the Brigid Collins Family Support Center. To sign up online, please see your e-mail sent out by Janice on Wednesday, April 4th. Remaining session dates are:

- Tuesday, April 24, from 8-11 AM or 10:30 AM to 2:30 PM.
- Thursday, May 3, from 2-4 PM or 4:30-6:30 PM.

We will be interested to hear your opinions about this excellent training.

Statistics

Staff are busily compiling statistics for the 2017 Washington State Library Report and also the PLDS (Public Library Data Service) report. These stats are important to us in terms of looking at performance and priorities, and offer us the ability to compare ourselves and our level of service to peer libraries. Both are due at the end of April.

In the News

I hope you enjoy the Bellingham Herald's article about kids and reading, featuring Bethany Hogle, our own inimitable Head of Youth Services. Also enclosed is an inspirational (probably aspirational) article on the Dayton Public Library's innovations.