



**Regular Meeting of the Library Board of Trustees  
Tuesday, December 15, 2020 – Zoom meeting  
3:30 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.

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**Board Members Present:** Rick Osen, Rachel Myers, Rebecca Craven, Jim McCabe and Vernon (Damani) Johnson

**Library Staff:** Rebecca Judd, Annette Bagley, Bethany Hoglund, Jon McConnel, Jennifer Vander Ploeg and Wendy Jenkins

**Others Present:** Hollie Huthman, City Council Liaison; Faye Hill, Friends of BPL; Kristy Van Ness, incoming 2021 Trustee

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**Call to order and introductions:** Regular session was called to order at 3:30 p.m. by Chair Rick Osen. Rick invited everyone to introduce themselves to Kristy Van Ness, incoming Board Trustee in January 2021. Kristy then introduced herself and expressed that she is looking forward to working with the Library and the community.

**Approve/modify agenda:** Rachel Myers moved to approve the agenda. Rebecca Craven seconded. Motion carried.

**Public comment:** No comments.

**Consent agenda:** Jim McCabe moved to approve the November 17, 2020 Regular meeting minutes and the November 2020 performance and activity measures and financial reports. Rebecca Craven seconded. Motion carried.

**Board Chair report:**

- Rick reported that he and Rebecca Judd had their monthly meeting with Mayor Fleetwood. They discussed the encampment protest which the Mayor is working hard to resolve. Two days later we had the fire and propane tank explosions mentioned in the Bellingham Herald article that is in the packet.
- Rick applauded Annette for the eNewsletter relaunch in November.
- Rick thanked Jen for her good work as project manager for the remodel.
- Rick expressed his appreciation to all staff for persevering during these troubling and unpredictable times.

**Board member reports:**

- Rebecca Craven said it was wonderful to see the spontaneous love for the library expressed in the NextDoor posts.

**Friends of BPL report:** Faye Hill reported the Friends will be holding a Zoom Board meeting on December 16. She asked what is happening with book donations. Jen responded that we are not accepting donations right now because they would need to be boxed and quarantined. There is explanatory signage posted at the book return bins.

**Library Director report:**

- Rebecca congratulated staff members who are celebrating milestone anniversaries:
  - Bernice Chang, Children's Librarian 15 years
  - Beth Bevens, Library Clerk 20 years
  - Wendy Jenkins, Administrative Assistant 25 years
  - Deborah Brewer, Public Services Librarian 30 years
- Rebecca thanked Theresa Keith for her work this past year, first filling in as Supervisor of Materials Distribution, and then as a Library Specialist – we appreciate her good work and will miss her.
- Michelle Becker, Supervisor of Public Services, has her 1-year anniversary tomorrow.

**Library Board of Trustees transitions:**

- Celebrating Rachel Myers' 11 years of service from March 2010 to December 2020: Rick read *Resolution of Appreciation for Library Trustee Rachel Myers (See attachment #1. All attachments are located at the end of the minutes).*
- Welcoming Kristy Van Ness: Rick announced that City Council approved the appointment of Kristy to the Library Board on December 7, 2020.
- Election of Library Board Chairperson and Vice Chairperson for 2021:
  - Chair: Rebecca Craven nominated Rick Osen. Rachel Myers seconded. Motion carried.
  - Vice-Chair: Rebecca Craven nominated Jim McCabe. Damani Johnson seconded. Motion carried.

**Phase 2 update:**

- Before the update, Rebecca shared two books that the Library purchased to add to the collection in honor of Rachel Myers' service: *Floret Farm's Cut Flower Garden* by Erin Benzakein and an author signed copy of the second Maisie Dobbs book *Birds of a Feather* by Jacqueline Winspear. These books will have a book plate that reads:

In Recognition  
of  
Rachel Myers

Bellingham Public Library  
Board of Trustees  
March 2010 – December 2020

- Rebecca provided background for the protest at City Hall: the tent encampment was initiated to draw attention to the need for winter homeless shelter options. The

encampment grew and spread to the back lawn of the Library, Lee Memorial Park. Two occurrences – additional COVID-19 cases in the encampment plus a tent fire that resulted in exploding propane tanks – prompted a pause in curbside service. Rebecca added that we want to support additional shelter needs and the democracy of a protest, but also support the safety of our staff.

- In the meantime, the contractors are still working on the remodel. The Automated Materials Handler (AMH) has been delivered. And the painters are focusing on the foyer and upstairs entry.
- Once we reopen, we have the myLIBRO app ready to go, the return bins at Fairhaven and Barkley Branches ready to open, and a second eNewsletter has been prepared.

**City Council liaison report:** Hollie reported City Council approved the 2021-2022 Budget, as well as the appointment of Kristy Van Ness to the 2021 Library Board. Hollie thanked Rebecca for the encampment update and said that the City is moving quickly for a resolution.

**Facilities update:**

- Barkley Branch Licensing Agreement: Barkley Company has signed the agreement, as well as Rick and Rebecca Judd. The agreement is currently being routed for City signatures.
- Central Library main floor remodel: Jen provided current photo highlights for the remodel (*See Attachment #2 for Highlights from the Main floor remodel*).

**2021 Annual Action Plan:** Rebecca reported there were a few minor updates since the last board meeting, such as spelling out acronyms, and the Plan was reviewed at the November All Staff meeting. She said the Plan is ready to move forward into 2021. Jim congratulated everyone involved for a solid document.

**Fundraising follow-up:** Rick reviewed that at last month's meeting it was decided we focus on Library Giving Day. Ideas were suggested about a focus on a special project for the donations. Rick proposed that we focus on *Equity, Diversity and Inclusion* as this is part of our Strategic Plan and it is currently on the communities' mind. Rick further proposed that an ad hoc committee be formed to work out the details. He reached out prior to this meeting to ask if Damani and Kristy would serve on the subcommittee. Rebecca Judd will organize a meeting following January's board meeting.

**Whatcom READS 2021 – Washington Black by Esi Edugyan:** Annette screenshared the Whatcom READS (WR) graphics that have been developed for 2021 (see December packet for sample). She also reported that WR has received a Whatcom Community Foundation grant to expand conversations and projects. A 'Speakers Bureau' is being established that can provide facilitators for book groups to learn more about racial equity. This grant will also fund additional copies of the book for facilitators to read and pass on as well as fund the creation of a video to expand the conversation.

Annette also reported that we are working with Pickford Cinema to promote *The Library That Dolly Built* documentary.

**2021 regular Library Board of Trustees meeting & City Holiday schedules:**

- In the packet is a schedule of the regular Board Meetings for 2021. Rebecca Craven moved to accept the calendar as written. Jim McCabe seconded. Motion carried.
- Also, in the packet is a 2021 City Holiday schedule for all city employees. It mentions that, "Additional closure days may be added pending further analysis of available Library resources."

**New Business:**

- Review of the Whatcom Community Foundation funds
- Review Library Gift Funds, 2020
- Jon will present statistics information as an introduction for Kristy and a refresher for other Trustees.

**Meeting adjourned** at 4:24 p.m.

**Next Regular Library Board Meeting – January 19, 2021 – Zoom meeting – at 3:30 p.m.**

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees

**Attachments:**

- Attachment #1: Resolution of Appreciation for Library Trustee Rachel Myers
- Attachment #2: Highlights from the Main floor remodel



## **RESOLUTION OF APPRECIATION FOR LIBRARY TRUSTEE RACHEL MYERS**

**Whereas**, Rachel Myers has served on the Board of Trustees of the Bellingham Public Library for 11 years, from March 2010 through December 2020, including serving as Vice-Chair from 2015 through 2020, offering professional fundraising and leadership skills with consistent collegiality with her colleagues in order to further the Board's effectiveness; and

**Whereas**, in addition to serving on the Board of Trustees, she participated in Library events including hosting many Whatcom READS author events with grace and good humor; and used the Library to access materials and information to support her and her family's own love of learning; and

**Whereas**, Rachel generously shared her passion and advocacy for the library as a core part of the Bellingham community, strengthening partnerships with many other community organizations; and

**Whereas**, under the Board's leadership, the Library has achieved many significant accomplishments during Rachel's tenure, including completing the Sustainable Funding Study and the Strategic Plan, expanding early literacy services, providing feedback for renovations to the Central Library, and many others; and

**Whereas**, Rachel served on the Board of Trustees during some difficult times, including the current COVID-19 crisis and racial equity demonstrations, prompting her to write a grant to the Haggen Foundation which secured \$5,000 in funding for Always Available Anti-Racist digital materials access; and

**Whereas**, despite these challenges, Rachel's commitment to the Library remains strong including developing the framework, within Whatcom Community Foundation, for Library Giving Day; and

**Whereas**, Rachel regularly expressed her appreciation and support of library staff for their unfailing service to carry out the library's mission, and called being a Trustee, "Such a great volunteer opportunity!"

## **THEREFORE, BE IT HEREBY RESOLVED**

The Library Board of Trustees, on behalf of the Library staff and the people of the Bellingham community, express sincere gratitude and appreciation for Rachel Myers' exemplary and extensive contributions to the Library during her years of service on the Library Board of Trustees.

Approved by the Bellingham Public Library Board of Trustees, December 15, 2020

## Highlights from the Main floor remodel

- New windows are in
- Painting is in full swing
- Almost all old flooring is gone
- Electrical is going into the seating area floor

1



2

Check out the old lighting on the left vs the new lighting on the right



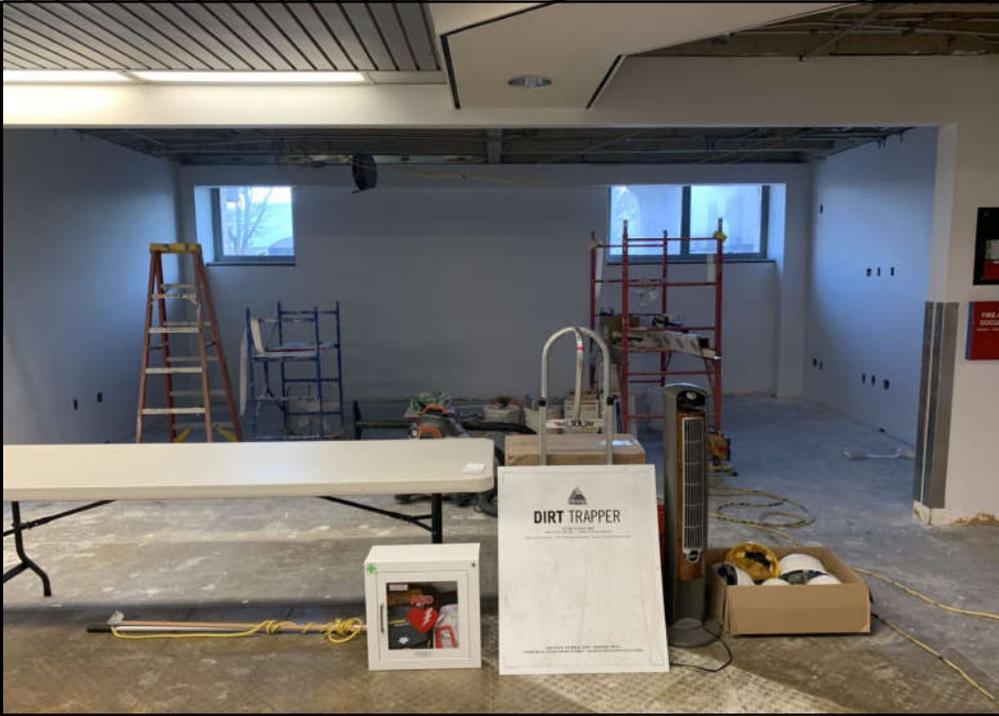
3



Study rooms – with walls and windows!

4

The new SkillShare space – formerly the returns room at the front of the library



5



And then there are the doors....the mystery door opening and another door to be removed

6