

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

**Fairhaven Branch Library, 1117 12th Street, Bellingham, Washington
Fireplace 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 to five minutes. | 5 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
September 20, 2016: Regular board meeting• Library performance & activity measures
September 2016• Financial reports
Claims: September 2016 | 2 min |
| 5. Reports <ul style="list-style-type: none">• Library Board members• City Council liaison• Friends of Bellingham Public Library• Library Director | 15 min |
| | Time check: 3:55 |
| 6. National Friends of Libraries Week, October 16-22, 2016 <ul style="list-style-type: none">• Library Board Resolution – approve• Celebrating Vicky Marshall's love of stories: event October 22 | 10 min |
| 7. Library Board retreat debrief <ul style="list-style-type: none">• J. Gordon & Rachel Myers | 15 min |

- | | |
|---|-------------------------|
| 8. Trustee recruitment update and process | 5 min |
| <ul style="list-style-type: none"> • Pam Kiesner, Library Director | |
| 9. Personnel update | 10 min |
| <ul style="list-style-type: none"> • Interim Library Director search review and update <ul style="list-style-type: none"> ○ Rick Osen | |
| 10. 2017-2018 budget update | 10 min |
| <ul style="list-style-type: none"> • Review City Council budget work session, October 10 <ul style="list-style-type: none"> ○ Document shared: 2015-2016 Accomplishments and 2017-2018 Work Plan • Remaining Budget schedule <ul style="list-style-type: none"> ○ Nov 28: Special meeting for further discussion, if needed ○ Dec 5 & 12: Approval, with final on 12/12 | |
| | Time check: 4:45 |
| 11. Whatcom READS! 2017 | 5 min |
| <ul style="list-style-type: none"> • Program highlights for <i>The Revised Fundamentals of Caregiving</i> by Jonathan Evison <ul style="list-style-type: none"> ○ Janice Keller, Communications, Community Relations, and Program Manager | |
| 12. Committee reports | 5 min |
| <ul style="list-style-type: none"> • Outreach Committee • Facilities Committee | |
| 13. 2017 Interlocal Agreements for Connections | 5 min |
| <ul style="list-style-type: none"> • <i>Bellingham Public Library – Bellingham Technical College Library Establishment and Maintenance of the BTC Connection</i> • <i>Bellingham Public Library – Whatcom Community College Library Establishment and Maintenance of the WCC Connection</i> • <i>Bellingham Public Library – Western Washington University Library Establishment and Maintenance of the WWU Connection</i> | |
| 14. New business | 2 min |
| 15. Action items for next meeting | 2 min |
| <ul style="list-style-type: none"> • Tentative 2017 Library Board meeting dates • 2017 holidays and library closures | |
| 16. Adjourn | Time check: 5:04 |

Next Regular Library Board Meeting: Tuesday, November 15, 2016 – 3:30 p.m.
Location: 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.

*Simon Board
October 18, 2016
Communications/FYI*



NEWS & MEDIA

Media inquiries: For photos and other media resources, please contact the Public Information Office at 360.383.3310 or pio@whatcom.ctc.edu. Thanks for your interest!

The Phyllis and Charles Self Learning Commons to break ground 2017

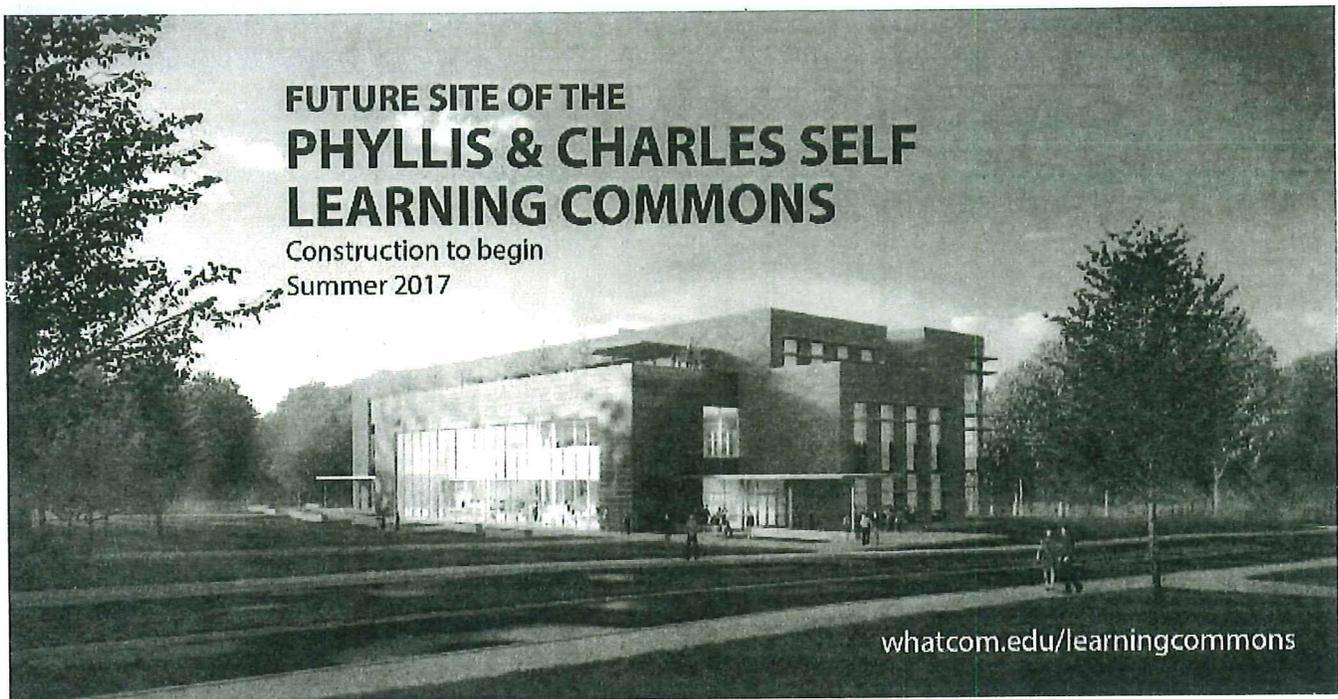
More than bricks and mortar – designed for inspiration, learning, persistence and success

Post Date: 09/21/2016 1:37 p.m.

Project overview

- A welcoming learner-centered facility that incorporates library, instructional technology, collaboration and study spaces, and learning centers that support students in math and English success
- Total project cost \$35.7 million
- 65,328 gross square feet
- Construction begins summer 2017; expected completion summer 2019
- The Learning Commons will be WCC's first state-funded capital project since 2004, during which time student enrollment has grown 16 percent

Services within WCC's Learning Commons will engage students through tutoring, multi-media resources, quiet and collaborative (loud!) study spaces, and tools to conduct their own thoughtful research. These activities encourage critical thinking and creativity - crucial skills as students prepare for a successful career. Active engagement with academic resources in a space filled with natural light and designed for productive interactions will inspire students to learn, persist, and succeed.



First floor

The first floor will include a multi-media center for students and faculty, the writing center, computer services, study spaces, and food service.

The WCC writing center provides nearly 3,000 tutoring sessions per year, helping students grasp the art of composition, refine papers, and organize presentations. The writing center is adjacent to media services to allow students to integrate technology to communicate ideas through print, video, and audio systems.

Second floor

The second floor will be home to a 21st century library to serve WCC's growing student population, baccalaureate programs, and excellence in teaching and learning.

With over 16,000 square feet, the library will serve over 200,000 patrons per year - averaging more than 1,000 people per day during the academic year. The larger space expands collaborative and quiet study rooms, adds additional space for library reserved materials and reading rooms, as well as bibliographic classrooms. **The library will also host space for the Bellingham Public Library, improving service to residents in northern Bellingham.**

Third floor

The third floor will be home to tutoring services for students, testing, and collaboration spaces with one of the best views on campus. Tutoring center services offered will expand by 300 percent with the new Learning Commons.

During the academic year, 75 percent of the more than 13,000 free tutoring sessions happen at the WCC math center. The math center often reaches standing room only with current space. The Learning

Commons will allow for additional sessions and customized services for students who have specific needs.

Veterans: The Learning Commons will provide more space for general tutoring as well as quiet private locations that are better suited to meet the needs of veteran students. A pilot program that served veterans in a quiet location improved their average GPA from 2.35 in summer 2014 to 2.81 in winter 2015. Small breakout sessions in the Learning Commons will provide the perfect space to grow this program to help WCC veterans students achieve academic excellence in an environment that works best for them.

STEM tutoring: 10 percent of math center patrons are there to master chemistry, biology, physics, and computer science. The Learning Commons was designed with tutoring space and resources committed to serving science, engineering, and computer science/computer information systems students.

Serving disabilities: Breakout spaces will provide opportunities to serve students with disabilities in a quiet, less distracting environment. The Learning Commons will provide the space to serve their individual needs.

Questions? Please contact pio@whatcom.ctc.edu or 360.383.3310.

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Fri, Sep 30, Sunny 68.0°F 08:30:12

*Library Board
October 18, 2016*

Bellingham Public Library



Consent Agenda

**Regular Meeting of the Library Board of Trustees
Tuesday, September 20, 2016 – Central Library
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.

Board Members Present: J. Gordon, Rachel Myers, Tom Barrett and Rick Osen

Board Members Absent: Marilyn Mastor

Library Staff: Pamela Kiesner, Lola Estelle, Bethany Hoglund, Janice Keller, Jennifer Vander Ploeg and Wendy Jenkins

Others Present: April Barker, City Council Liaison; Faye Hill, Friends of Bellingham Public Library

Call to order and introductions: Regular session was called to order at 3:31 p.m. by Chair, J. Gordon.

Approve/modify agenda: Rick Osen moved to approve the agenda. Rachel Myers seconded. Motion carried.

Public comment: No comments.

Consent agenda: Tom, referring to the note concerning the estimated circulation statistics in the Performance & Activity Measures due to a software glitch, asked that circulation statistics for the entire year be recalculated. J. asked that the minutes be adjusted to clarify the Mayor did not ask the Library Board to not discuss a new Central Library building, but to not develop an agenda at this time considering that the annexation issue is to be explored and the Capital Facilities plan is still in draft form. Tom Barrett moved to approve the August 16, 2016 minutes and the August 2016 performance and activity measures and financial reports as amended. Rachel Myers seconded. Motion carried.

Board member reports: No reports.

City Council liaison report: April thanked Janice for the Community Outreach interactive map; she forwarded it to the Cordata Neighborhood Association who she is meeting with this week. April mentioned that Council is working through the Comprehensive Plan, adding improvements that will help focus attention where it needs to be.

Friends of BPL report: Chris Johnson reported the Friends earned \$10,064 at their last book sale. The Friends have decided to hold three rather than four sales in 2017, tentatively planned for January, May and September.

Library Director's report: Pam chaired the Library Council of Washington meeting that was held on September 12 in Longview. The Longview Library Friend's organization had just completed one of their sales, earning \$3,200. The new State Librarian, Cindy Aden, attended. Pam reported Cindy was dynamic with a solid vision for the State Library.

Pam reported on donations received in August, including close to \$11,000 from the Friends for the website refresh project and Summer Reading activities.

This year's Whatcom Literacy Council breakfast will be held on Thursday, November 3 – Pam invited April and the trustees to attend; let Pam know if you're interested.

Donation disbursement: The Library received a bequest of \$3,283 from a long-time patron and Friends volunteer. Rachel Myers recused herself from discussion of disbursement of the donation. Tom made a motion that the bequest be deposited in the gift fund to be spent on materials. Rick Osen seconded. Motion carried.

Trustee education:

- Washington State Library Trustee Training: Rick Osen attended the morning and lunch session of this training, titled *Library Trustees, Boards, and Directors: Working Effectively Together*, this morning in Everett. Video coverage of the workshop will be available online in the future. Rick reported the State Library will have funds available for board training by request beginning October 1. Rick's primary goal in attending was to see the consultant, Ruth Metz, in action, to determine if she might be a candidate for our future funding strategy/feasibility study. He reported that she was a good facilitator. She included materials from United for Libraries – an arm of the ALA geared towards friends and trustees. She also recommended online resources – the WSL trustee wiki and some short videos on a variety of topics that the board could use for training. The afternoon session, that Rick wasn't able to attend, was on board self-evaluation – something the board can explore, perhaps with a joint session with WCLS.
- Jennifer Vander Ploeg presented a 10 year statistical review; highlights included:
 - There has been a tremendous increase in the number of programs and attendees.
 - The number of borrowers that remain active from year-to-year is on the rise.
 - Print material holds are decreasing over time; alternate formats (e-materials, audio and video) holdings have increased substantially in response to patron demand.
 - 2015 materials expenditures (\$420,223) are still well below pre-recession levels (\$540,804 in 2008).
 - Our materials collection is aging – 43% of non-fiction material is 11 years or older; 31% is 0-5 years old.
 - Circulation is down slightly since 2013, yet the number of visitors remains relatively level; patrons are utilizing more "convenience" services – online as well as Connection pick-up and return services.

- With the increased use of Connection services there is increased staff cost to deliver and pick-up at more locations and handle volume increases.
- The volume of requests for Interlibrary Loans (ILL) – both borrowing and loaning – has more than doubled over the past 10 years.
- Staff handled about 1200 more items per day in 2015 than in 2006 (checking in, pulling holds, etc.).
- We continue to recover our staffing levels from the recession; we were at a high of 47.4 FTEs in 2009, reached a low of 42.7 FTEs in 2010, and are currently at 46.3 FTEs.

Fall program update: Janice demonstrated the interactive qualities of the online Community Outreach map – she is hoping to soon be able to include more data and numbers.

Janice distributed:

- *BPL Snapshots August & September 2016* including photographs from the Friends book sale, the Summer Reading Ceremony and the WWU Red Square Information Fair.
- A draft October calendar of events for adult and SkillShare programs.
- A flyer for *Story Time in the Northwest: Celebration of Vicky Marshall's love of stories*, featuring the unveiling of the commissioned Ben Mann painting. This event will be held on Saturday, October 22, from 10:00 a.m. to 12:00 p.m. in the Lecture Room.

Bethany announced an upcoming parent education class, *Screen Scene: Best Practices for Using Screen Media with Young Children*, to be held September 29, from 6:00-9:00 p.m. in the Lecture Room.

2017-2018 budget update:

- In the packet are two budget documents that Rick and Pam shared with the Mayor and city staff at a budget meeting August 26. The first, *2017-2018 Library Work Plan: maintaining current level of service*, includes (in purple ink) Pam's answers to the Mayor's questions raised at the meeting. The second document addresses future priority initiatives.
- The budget schedule is as follows:
 - Oct 5: COB budget emailed to Council
 - Oct 10: Council budget work session that includes the Library. Pam will be presenting the work plan and how our budget requests reflect the work plan. Rick offered to attend this work session with Pam.
 - Nov 28: Special meeting for further discussion
 - Dec 5 & 12: Approval, with final on December 12
- Tom suggested asking the Bellingham Herald to fund the purchase of a microfilm machine as it is primarily used by patrons to access the Herald.

BPL/WCLS Interlocal Agreement: J. and Pam are meeting with Christine Perkins and Marvin Waschke, WCLS board chair, on September 26 to talk over the 2017 study and the Interlocal agreement issue. Christine and Pam have each prepared a report. There is a disagreement concerning the data. The original Interlocal formula is 30 years old and with the 2017 sustainable fund study we want to have accurate data analysis.

Committee reports:

- Outreach Committee: nothing to report.
- Facilities Committee: nothing to report.

Library Board retreat update: Pam distributed a draft agenda for the October 14 Board of Trustees retreat. J. and Rachel will open the retreat, setting the stage with big questions – What does the library of the future look like? How can it be funded? J. suggested providing a packet of background information to Marcellus and Andrew prior to the retreat. Marcellus and Andrew will each have about 25 minutes to share the insights they have gained through their sustainable funding processes, followed by a question and answer period. There will then be time for the trustees to lead small groups to process and report on the presented information. Email invitations will be sent out this Friday. The retreat will be open to the public.

Trustee recruitment update: Pam has received three applications so far. There isn't a rush, but it would be good to have someone on board by year end. Once applications are in, two trustees will screen the applications; two other trustees will conduct interviews.

New Business: April noted that more young families are moving downtown, yet there are no spaces to recreate – is the lawn in back of the Library available for a play space with equipment that is useful for young children and older youth? Pam clarified that Parks is in charge of the space, but she has suggested removing the unrepairable fountain and putting in a playground. Some open space is needed for events such as the Craft Fair and Summer Reading Recognition Ceremony. It was also noted the space is not currently ADA accessible.

Action items for next meeting: Whatcom READS!

Executive Session: The board moved into Executive Session at 5:42 p.m. to review the performance of a public employee [RCW 42.30.110(g)]

The Board of Trustees adjourned the Executive Session and returned to open session at 6:02 p.m.:

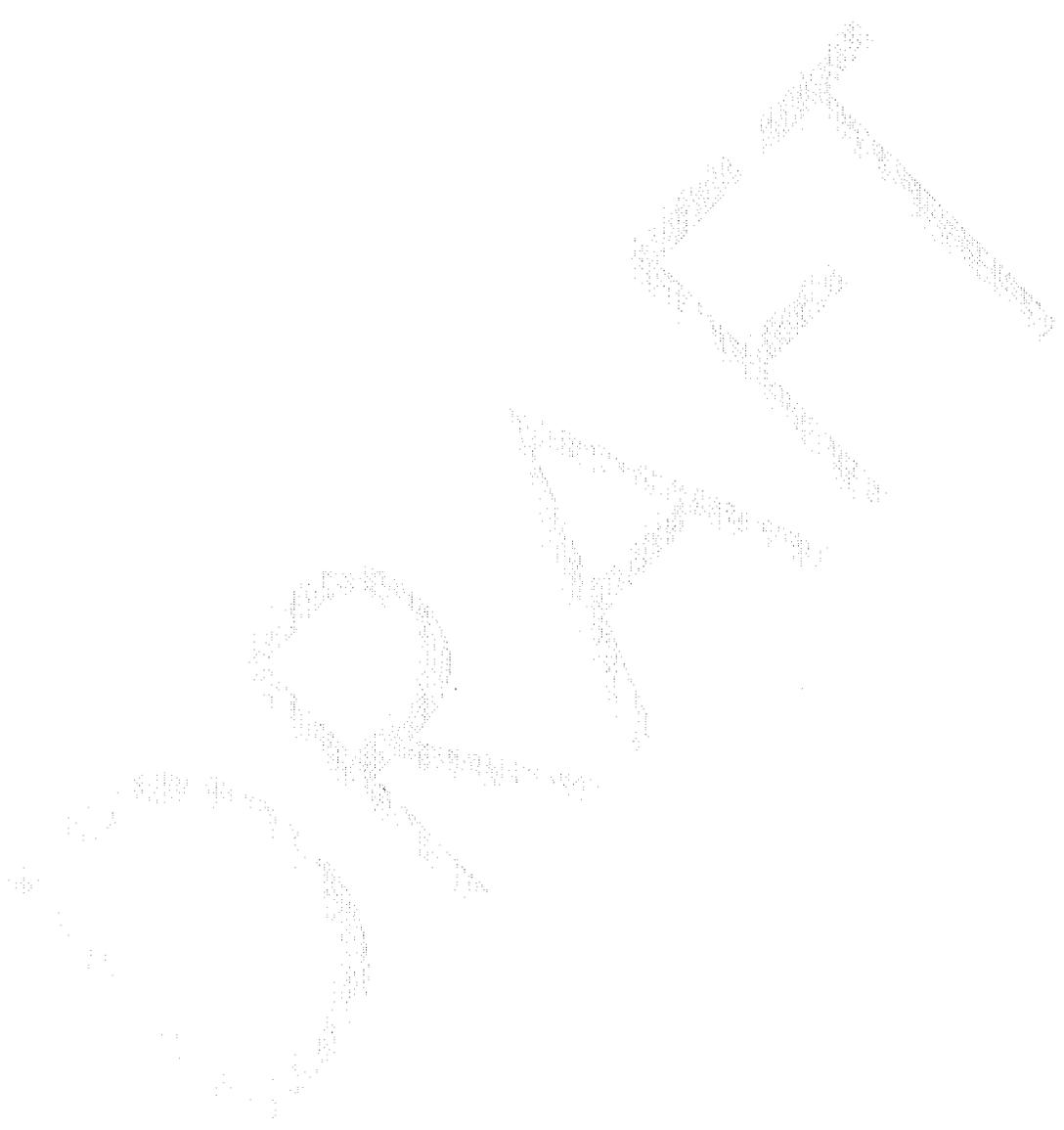
The Trustees respectfully but very reluctantly accepted Pam Kiesner's notice of retirement, effective January 3, 2017. J. Gordon, Chair appointed a small hiring committee made up of himself and Rick Osen, who will lead the committee. The trustees recommend working with a Human Resources Consultant to conduct a search, and they further recommend possibly hiring an Interim Director for up to 18 months, at which time a search for a permanent director will take place. In addition, the Board of Trustees recommends that Strategic Planning, which was to commence in 2017, be postponed until 2018. It is hoped that this postponement provides the space and time required for the upcoming 2017 Sustainable Funding Study, including the option of annexation, and for a nationwide Library Director search.

Meeting adjourned at 6:15 p.m.

Next Regular Library Board Meeting – October 18, 2016 at the Fairhaven Branch Library,
1117 12th Street, Fireplace Room – at 3:30 p.m.

Chair, Library Board of Trustees

ATTEST
Secretary, Library Board of Trustees



**Bellingham Public Library
Performance & Activity Measures, 2016**

*Library Board
October 18, 2016
Consent agenda*

	Year to Date				% of change YTD
	September-16	September-15	2016	2015	
Holdings - Number of materials in the library's collection					
Physical copies add to the collection	1,849	1,465	15,762	16,346	-3.57%
Electronic copies added to the collection - Hoopla removed March	1,632	3,055	-7,585	30,022	-125.26%
Physical copies withdrawn from the collection	(305)	(3,958)	(15,006)	(20,097)	-25.33%
Total physical holdings			188,973	189,162	-0.10%
Total electronic holdings			54,318	58,239	
Total Holdings (Physical and Electronic)			243,291	247,401	-1.66%
Circulation - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
Central Library					
Adult	58,777	59,983	556,082	550,944	0.93%
Youth	35,928	37,160	349,121	350,345	-0.35%
Sub-Total Central	94,705	97,143	905,203	901,289	0.43%
Fairhaven Branch					
Adult	4,041	5,920	42,858	52,521	-18.40%
Youth	1,325	2,317	15,179	17,068	-11.07%
Sub-Total Fairhaven	5,366	8,237	58,037	69,589	-16.60%
Barkley Branch					
Adult	3,063	3,773	30,523	34,299	-11.01%
Youth	2,052	2,527	21,193	23,392	-9.40%
Sub-Total Barkley	5,115	6,300	51,716	57,691	-10.36%
Bellingham Technical College					
Adult	10	61	917	926	-0.97%
Youth	4	5	78	58	34.48%
Sub-Total BTC	14	66	995	984	1.12%
Whatcom Community College					
Adult	172	115	2,282	2,098	8.77%
Youth	49	19	599	446	34.30%
Sub-Total WCC	221	134	2,881	2,544	13.25%
Western Washington University					
Adult	258	294	3,763	3,523	6.81%
Youth	71	76	1,335	787	69.63%
Sub-Total WWU	329	370	5,098	4,310	18.28%
Online Services					
Hoopla (removed March 2016)	0	2,746	0	15,612	
NW Anytime Library Overdrive	12,111	10,133	105,633	89,372	18.19%
Tumblebooks	3,819	2,205	22,664	44,100	-48.61%
Zinio	1,271	1,230	13,366	12,324	8.46%
Sub-Total Online	17,201	16,314	141,663	161,408	-12.23%
Total Circulation	122,951	128,564	1,165,593	1,197,815	-2.69%
Hold Activity					
Hold Resolved - BPL staff filling holds for pickup at BPL & WCLS Systems	46,137	47,675	435,378	423,836	2.72%
Hold Filled - holds checked out at BPL, FH, Barkley and Connections	29,455	30,842	280,944	273,888	2.58%
Services					
Persons Visiting - Number of persons counted as they enter the libraries or visit remote website					
Central Library					
Adult	43,205	45,737	402,180	419,667	-4.17%
Children's	11,350	12,021	116,826	121,050	-3.49%
Fairhaven Branch	7,502	6,624	61,635	58,433	5.48%
Barkley Branch	3,685	4,273	34,470	36,032	-4.34%
Total Persons Visiting	65,742	68,655	615,111	635,182	-3.16%
Website Visits	43,316	45,267	413,051	411,792	0.31%
This count reflects number of visits to www.bellinghampubliclibrary.org					
Bibliocommons visits	13,116	11,719	112,442	107,372	4.72%
This count reflects number of visits to Bibliocommons					
Total Website Visits	56,432	56,986	525,493	519,164	1.22%
Computer Usage - Number of sessions					
Central Library					
Adult & Teen (30 terminals)	5,845	6,316	50,308	57,426	-12.40%
Childrens (3 terminals)	205	270	2,004	2,099	-4.53%
Fairhaven Branch (7 terminals)	663	634	5,531	5,070	9.09%
Barkley Branch (4 terminals)	309	284	2,507	2,501	0.24%
Total Computer Usage	7,022	7,504	60,350	67,096	-10.05%
New Borrowers Registered					
Central Library	717	752	4,752	5,400	-12.00%
Fairhaven Branch	64	61	425	325	30.77%
Barkley Branch	40	49	307	305	0.66%
Total New Borrowers Registered	821	862	5,484	6,030	-9.05%
Programs - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	120	87	1,055	1,037	1.74%
Attendees	2,580	2,380	29,268	32,033	-8.63%
Volunteer Hours	413	488	5412	6261	-13.56%

*Library Board
October 18, 2016
Consent agenda*

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 OCTOBER 18, 2016, IN ACCORDANCE WITH RCW 27.12.210 AND 27.12.240.

	VENDOR	AMOUNT
ADMINISTRATION		
Communications/ITSD charges	City of Bellingham (Interfund)	1,948.00
E-Rate consultant	Adtec	330.00
Monitor arms, adapters, printer	Amazon.com	755.38
Sign	Applied Digital Imaging	76.09
Printing	Copy Source	113.59
Security Attendant coat/vest cleaning	Corry's Cleaning	25.00
Water @ Barkley Branch	Crystal Springs	17.20
Piano tuning @ FH	Kelly's Piano Service	130.00
Library Aruba	Mojo Systems	1,069.26
Security software maintenance	Ninite.com	20.00
Office supplies; toner	Office Depot	510.53
Office supplies	Petty Cash	30.58
Survey monkey	Surveymonkey.com	300.00
Barkley operating costs	Talbot Services LLC	533.33
WWU Connection maintenance parking & Fair	Western Washington University	42.00
Resilience & Equity Summit	Whatcom Family Network	20.00
Website hosting	WP Engine	99.00
	ADMINISTRATION Sub Total	\$6,019.96
PUBLIC SERVICE		
Program supplies	Amazon.com	52.98
Craft Fair parking	City of Bellingham	2.00
Copier paper	Copy Source	228.11
Program supplies	Crestline	291.87
First aid supplies	Emergency Medical Products	112.56
Library materials returned	Library Refunds	61.93
Room reservation cancellations	Library Refunds	40.00
Lost ILL book	Mid-Columbia Libraries	31.99
Copier paper; program supplies	Office Depot	104.75
Program supplies	Petty Cash	42.69
Copier costs	Ricoh USA	896.05
Debt collection	Unique Management Services	420.65
ILL postage	USPS	13.50
B & O taxes	WSDR	54.44
	PUBLIC SERVICE Sub Total	\$2,353.52
OUTREACH		
Diesel fuel	Reisner Distributor	92.92
Van maintenance & repair	City of Bellingham (Interfund)	677.00
	OUTREACH SERVICES Sub Total	\$769.92

TECHNICAL SERVICES

Book processing	Baker & Taylor	4,865.39
CD & DVD processing	Midwest Tape	1,537.82
ILL & tech services	OCLC	2,147.43
TECHNICAL SERVICES Sub Total		\$8,550.64

LIBRARY ACQUISITIONS

Books, recorded books, CDs, DVDs	Amazon.com & other credit purchases	425.15
Books	Baker & Taylor	15,613.25
Books	Council of State Governments	63.59
Books	Gale	110.76
Books	Grass Roots Press	150.44
DVDs, CDs, recorded books	Midwest Tape	10,204.84
Periodicals	New Readers Press	489.20
eBooks, audiobooks	Overdrive Inc	1,251.12
Periodicals	The Stranger	59.99
Books	Village Books	108.24
LIBRARY ACQUISITIONS Sub Total		\$28,476.58

GIFT FUND

Program supplies	Amazon.com	14.45
Books	Baker & Taylor	3,349.72
Website refresh design	Big Fresh Inc.	2,667.50
Books	Center Point Large Print	93.79
Kids table	Costco	21.73
Summer Reading prizes	Fred Meyer	200.00
Books	Gale	198.98
DVDs, BCDs	Midwest Tape	673.63
Summer Reading prizes	Village Books	75.00
GIFT FUND ACQUISITIONS Sub Total		\$7,294.80

TOTAL GENERAL FUND \$46,170.62

TOTAL CLAIMS \$53,465.42

Bellingham Public Library



*Library Board
October 18, 2016
Item # 6*

A Resolution Commending the Friends of the Bellingham Public Library During National Friends of Libraries Week October 16-22, 2016

Whereas, the Friends of the Bellingham Public Library is an all-volunteer non-profit organization, dedicated to their mission of supporting and advocating for our library; and

Whereas, the Friends raise money for library needs, sponsor programs for all ages, encourage community support for the library, and support literacy by making free reading materials available and offering inexpensive materials at regular book sales; and,

Whereas, our Friends' long-time support of the Bellingham Public Library is an example of the vital role volunteers play in our community; and

Whereas, our Friends' dedication is a demonstration of their commitment to the library and the library's mission to connect our community with each other and the world, providing opportunities to read, learn, meet and discover; and,

Whereas, our Friends in recent years have funded adult and children's books, summer reading programs, Whatcom READS! and other special events, online language-learning subscriptions and other online services, furnishings and audio visual improvements in library facilities, and much more; and

Whereas, many improvements and enhancements in our library have only been possible because of the support provided by our Friends; and

Whereas, we are joining libraries across the nation in celebrating their strongest and most dedicated supporters -- their Friends organizations -- during National Friends of Libraries Week, October 16-22, 2016.

Now, therefore, be it resolved that the Bellingham Public Library Board of Trustees proclaims October 16-22, 2016, as Friends of Libraries Week in Bellingham, Washington, and urges everyone to join in thanking them for all they do for our community.

Passed by Library Board action this 18th day of October, 2016.

J. Robert Gordon, Chair

Rachel Myers, Vice-Chair

Tom Barrett

Marilyn Mastor

Rick Osen

Library Board
October 18, 2016
Item #6

Story Time in the Northwest

Celebration of Vicky Marshall's love of stories Featuring artist Ben Mann

**Saturday October 22, 10:00 a.m. to 12:00 p.m., Lecture
Room at the Central Library**

Join us to celebrate National Friends of the Library Week and honor the life and legacy of long-time Friend Vicky Marshall at this special Saturday morning celebration.



Guest artist Ben Mann will be on hand to unveil his *Storytime in the Northwest*, a painting that was commissioned by the Friends of the Bellingham Public Library in memory of Vicky Marshall.

"I was so honored to be asked to create something visual for the legacy of literacy that Vicky left," Mann said. "I've heard stories of her commitment to children that have certainly painted a wonderful portrait of the woman that she was."

Vicky's love of stories and of helping children become readers, and her devotion to community service, were well-known throughout the Bellingham community; her presence, contributions and kindness were treasures that are missed by all since her passing in June 2015.

The morning celebration also will include light refreshments, a guest storyteller and the presentation of a proclamation honoring the Friends of the Bellingham Public Library from the library Board of Trustees.

For more information, contact Janice Keller, Bellingham Public Library, 360-778-7206 or jkeller@cob.org.



**City of Bellingham
Library Department**

*Library Board
October 18, 2016
Item # 10*

2015-2016 Accomplishments

- Restored 8 total branch hours in 2015 and again in 2016.
- Began purchasing most library materials pre-processed/pre-cataloged - "shelf ready"
- Initiated our "website refresh" project funded by the Friends of the Library
- Created a single point of service on the Central Library's main floor

2017-2018 Work Plan

The mission of the Bellingham Public Library is connecting our community with each other and the world to read, learn, meet and discover.

- **Read:** Inspire Bellingham to read, view and listen.
- **Learn:** Promote lifelong learning from birth through adulthood.
- **Meet:** Create thriving spaces where the community connects, accesses library resources, and shares their stories.
- **Discover:** Provide library collections that introduce ideas, build skills, support lifelong learning, and spark creativity.

Work plan for 2017-2018 includes:

- **Complete a sustainable funding strategies study**
- **Continue various other planning efforts**
 - Strategic Plan
 - Library Technology Plan
- **Build capacity & community partnerships**
- **Key Library operations**
 - Conduct search for a permanent Library Director
 - Develop library collections to help keep pace with high community demand
 - Continue to **circulate** approximately 1.6 million items per year, **welcome** more than 800,000 annual visits to our three locations, **host** more than 40,000 program participants each year, and provide other **services** to our more than 50,000 cardholders and the community.

Total Budget

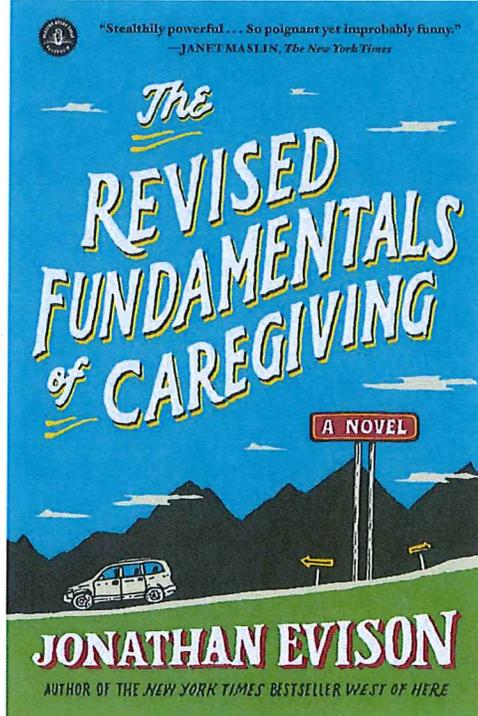
2015-2016		2017-2018	
General Fund	\$8,757,054	General Fund	\$9,088,837
Other*	\$177,269	Other	\$99,890
Total	\$8,934,323	Total	\$9,188,727

*Other = gift funds from Friends of the Library, memorial donations, etc.

*Library Board
October 18, 2016
Item # 11*

BESTSELLING AUTHOR **JONATHAN EVISON**

VISITS WHATCOM COUNTY MARCH 9–11, 2017



“Reading is, at its best, not an escape; it is genuine experience.
A novel is not a monologue, but a conversation, a collaboration between
writer and reader; an invaluable exchange of human conditions.”

— JONATHAN EVISON

**WHATCOM
READS!**

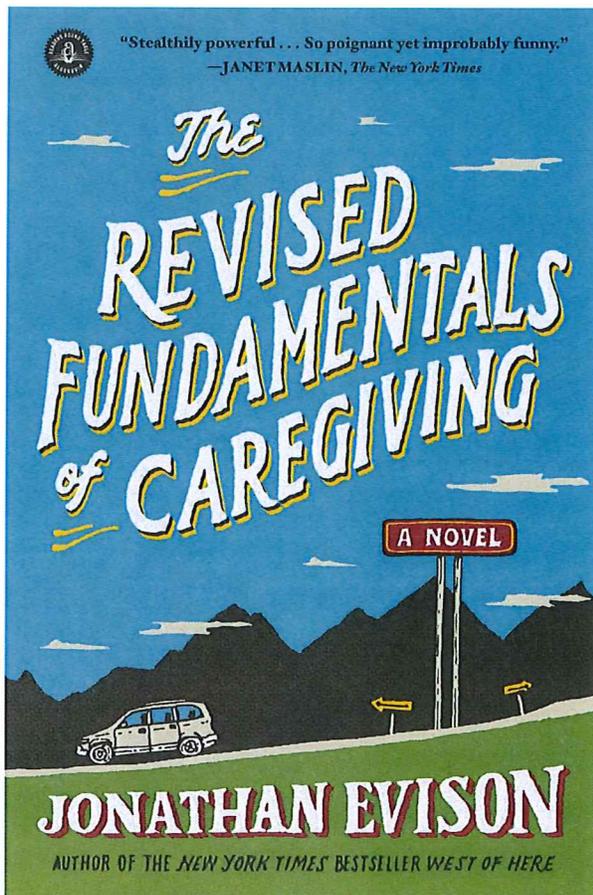
One Book Together

WWW.WHATCOMREADS.ORG
READ THE BOOK - JOIN THE CONVERSATION

Whatcom READS! is a county-wide program that encourages everyone to read and discuss the same book. Whatcom READS! is organized by the public and academic libraries of Bellingham and Whatcom County and our community partner, Village Books, with funding from the Friends of the Bellingham Public Library and the Whatcom County Library Foundation.

Whatcom READS! 2017

Art Challenge



1. Read the book
2. Create art
3. Exhibit your art!

Whatcom READS! 2017 joins with Allied Arts of Whatcom County to sponsor an art challenge inspired by *The Revised Fundamentals of Caregiving*, a moving, big-hearted novel by author Jonathan Evison. It is a story about forgiveness, especially about forgiving oneself, and we invite artists to consider the many facets of forgiveness in their submitted works. Art submitted will be displayed at Allied Arts Gallery in March 2017.

The Revised Fundamentals of Caregiving is available in print, eBook & audiobook at your local library or at Allied Arts or Village Books. For more information visit: www.whatcomreads.org or www.alliedarts.org

WHATCOM
READS!

alliedarts
OF WHATCOM COUNTY

*Lemay Board
October 18, 2016
Item # 13*

**INTERLOCAL AGREEMENT
BELLINGHAM PUBLIC LIBRARY –
BELLINGHAM TECHNICAL COLLEGE LIBRARY
ESTABLISHMENT AND MAINTENANCE OF THE BTC CONNECTION**

This Interlocal Agreement is entered into by the **BELLINGHAM PUBLIC LIBRARY** ("BPL") and **BELLINGHAM TECHNICAL COLLEGE LIBRARY**, ("BTC") pursuant to RCW 39.34 to address the establishment and maintenance of a BPL holds pickup location at BTC ("BTC Connection").

- I. Purpose. BPL and BTC intend to increase access to public library materials for students, staff, and community members by providing a BPL holds pickup location at BTC called the BTC Connection.
- II. Term. This Interlocal Agreement will be in effect for the period of January 1, 2017, through December 31, 2017, both dates inclusive. This will be considered an annual agreement to be reviewed and agreed upon at the end of each calendar year for the following year.
- III. Responsibilities. BPL will be responsible for the installation and maintenance of a self-checkout workstation located at BTC. BPL will deliver public library holds to BTC on a weekly basis, and pick up any expired holds or returned public library items to bring back to BTC. BPL will provide signage and handouts regarding the BTC Connection. BPL will notify the public about any changes in service.

BTC will provide space within the Bellingham Technical College Library for the BTC Connection self-checkout workstation and will provide a holds cart or holds shelving. BTC will provide electricity and data connections to operate the self-checkout workstation. BTC will allow public library patrons to use the staff telephone to call BPL with any questions. BTC will collect public library materials from its various book returns and drop boxes and place them in crates for BPL staff to pick up.
- IV. Ownership. BPL will retain ownership of the self-checkout workstation, barcode scanner, and receipt printer, as well as any crates for transporting library materials and the library materials themselves. BTC will retain ownership of the telephone and holds cart or holds shelving.
- V. Reimbursement Generally. It is agreed that neither BPL nor BTC will seek reimbursement for services rendered under this agreement.

VI. Status of Employees. BPL or BTC employees providing services to the other Library remain employees of their respective Library for all purposes, including salary, benefits and worker's compensation.

VII. Termination. This Interlocal Agreement may be terminated by either party giving the other 60 days written notice of the intended termination.

VIII. Liaison. BPL's liaison for carrying out this Interlocal Agreement, and the person responsible for administering it will be its Library Director. BTC's liaison is its Library Director.

EXECUTED, this date, _____, 2016 for **BELLINGHAM TECHNICAL COLLEGE LIBRARY**

Kimberly Perry, President

Jane Blume, Library Director

EXECUTED, this date, _____, 2016, for the **BELLINGHAM PUBLIC LIBRARY:**

J. Gordon, Board of Trustees

Pamela Kiesner, Library Director

Approval as to Form:

Office of the City Attorney

Kelli Linville, Mayor

Attest: _____
Brian Henshaw, Finance Director

Date

Library Board
October 18, 2014
Item #13

**INTERLOCAL AGREEMENT
BELLINGHAM PUBLIC LIBRARY –
WHATCOM COMMUNITY COLLEGE LIBRARY
ESTABLISHMENT AND MAINTENANCE OF THE WCC CONNECTION**

This Interlocal Agreement is entered into by the **BELLINGHAM PUBLIC LIBRARY** ("BPL") and the **WHATCOM COMMUNITY COLLEGE LIBRARY**, ("WCC") pursuant to RCW 39.34 to address the establishment and maintenance of a BPL holds pickup location at WCC ("WCC Connection").

I. Purpose. BPL and WCC intend to increase access to public library materials for students, staff, and community members by providing a BPL holds pickup location at WCC called the WCC Connection.

II. Term. The Interlocal Agreement formalizes this collaborative program which began on September 24, 2007. This agreement will be in effect for the period of January 1, 2017, through December 31, 2017, both dates inclusive. This will be considered an annual agreement to be reviewed and agreed upon at the end of each calendar year for the following year.

III. Responsibilities. BPL will be responsible for the installation and maintenance of a self-checkout workstation located at WCC. BPL will deliver public library holds to WCC on a weekly basis, and pick up any expired holds or returned public library items to bring back to BPL. BPL will provide a book cart to store holds on at WCC. BPL will provide signage and handouts regarding the WCC Connection. BPL will notify the public about any changes in service.

WCC will provide space within the WCC Library for the WCC Connection self-checkout workstation and holds cart. WCC will provide electricity and data connections to operate the self-checkout workstation. WCC will allow public library patrons to use the staff telephone to call BPL with any questions. WCC will collect public library materials from its various book returns and drop boxes and place them in crates for BPL staff to pick up.

IV. Ownership. BPL will retain ownership of the self-checkout workstation, barcode scanner, and receipt printer, as well as any crates for transporting library materials and the library materials themselves. WCC will retain ownership of the telephone and holds cart or holds shelving.

V. Reimbursement Generally. It is agreed that neither BPL nor WCC will seek reimbursement for services rendered under this agreement.

VI. Status of Employees. BPL or WCC employees providing services to the other Library remain employees of their respective Library for all purposes, including salary, benefits and worker's compensation.

VII. Termination. This Interlocal Agreement may be terminated by either party giving the other 60 days written notice of the intended termination.

VIII. Liaison. BPL's liaison for carrying out this Interlocal Agreement and the person responsible for administering it will be its Library Director. WCC's liaison is its Library Director.

EXECUTED, this date, _____, 2016 for the **WHATCOM COMMUNITY COLLEGE LIBRARY**

Kathi Hiyane-Brown, WCC President

Howard Fuller, Library Director

EXECUTED, this date, _____, 2016, for the **BELLINGHAM PUBLIC LIBRARY:**

J. Gordon, Chair, Board of Trustees

Pamela Kiesner, Library Director

Approval as to Form:

Office of the City Attorney

Kelli Linville, Mayor

Attest: _____
Brian Henshaw, Finance Director

Date

Library Board
October 18, 2016
Item #13

**INTERLOCAL AGREEMENT
BELLINGHAM PUBLIC LIBRARY –
WESTERN WASHINGTON UNIVERSITY LIBRARY
ESTABLISHMENT AND MAINTENANCE OF THE WWU CONNECTION**

This Interlocal Agreement is entered into by the **BELLINGHAM PUBLIC LIBRARY** ("BPL") and **WESTERN LIBRARIES (aka WESTERN WASHINGTON UNIVERSITY LIBRARY)**, ("WWU") pursuant to RCW 39.34 to address the establishment and maintenance of a BPL holds pickup location at WWU ("WWU Connection").

I. Purpose. BPL and WWU intend to increase access to public library materials for students, staff, and community members by providing a BPL holds pickup location at WWU called the WWU Connection.

II. Term. This Interlocal Agreement will be in effect for the period of January 1, 2017, through December 31, 2017, both dates inclusive. This will be considered an annual agreement to be reviewed and agreed upon at the end of each calendar year for the following year.

III. Responsibilities. BPL will be responsible for the installation and maintenance of a self-checkout workstation located at WWU. BPL will deliver public library holds to WWU on a weekly basis, and pick up any expired holds or returned public library items to bring back to BPL. BPL will provide signage and handouts regarding the WWU Connection. BPL will notify the public about any changes in service.

WWU will provide space within the Wilson Library for the WWU Connection self-checkout workstation and will provide a holds cart or holds shelving. WWU will provide electricity and data connections to operate the self-checkout workstation. WWU will allow public library patrons to use the staff telephone to call BPL with any questions. WWU will collect public library materials from its various book returns and drop boxes and place them in crates for BPL staff to pick up.

IV. Ownership. BPL will retain ownership of the self-checkout workstation, barcode scanner, and receipt printer, as well as any crates for transporting library materials and the library materials themselves. WWU will retain ownership of the telephone and holds cart or holds shelving.

V. Reimbursement Generally. It is agreed that neither BPL nor WWU will seek reimbursement for services rendered under this agreement.

VI. Status of Employees. BPL or WWU employees providing services to the other Library remain employees of their respective Library for all purposes, including salary, benefits and worker's compensation.

