

Bellingham Public Library



Regular Meeting of the Library Board of Trustees Tuesday, October 18, 2016 – Fairhaven Branch 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:	Rachel Myers, Tom Barrett and Rick Osen
Board Members Absent:	J. Gordon and Marilyn Mastor
Library Staff:	Pamela Kiesner, Janice Keller 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 3:30 p.m. by Vice-Chair, Rachel Myers.

Approve/modify agenda: Rick Osen moved to approve the agenda. Tom Barrett seconded. Motion carried.

Public comment: No comments.

Consent agenda: Rick Osen moved to approve the September 20, 2016 minutes and the September 2016 performance and activity measures and financial reports. Tom Barrett seconded. Motion carried.

Board member reports: Rachel commented that she and her daughter are happy Fairhaven Library customers now that Saturday is open all day.

City Council liaison report: April reported that the Mayor is having all departments present budget narratives to City Council – 2016 Accomplishments and 2017-2018 Work Plan, with very little dollar amounts discussed. When Pam gave her budget narrative, April did ask her how much the Library had requested in order to maintain current service levels – \$90,000.

Friends of BPL report: Faye Hill pointed out that the September 20, 2016 minutes reflected in "Others Present" that she was in attendance – she was not, it was Chris Johnson who attended. The approved minutes will be corrected.

Library Director's report: Pam reported that in August we received a donation from the Birchwood Garden Club to purchase new gardening books.

J. and Pam met with Christine Perkins, WCLS Director, and Marvin Waschke, WCLS Board Chair, to discuss the 2017 Interlocal Agreement. The Interlocal will likely be on the November or December board meeting agenda.

The article in the packet, *The Phyllis and Charles Self Learning Commons to break ground 2017*, states that the WCC Learning Commons will break ground in the summer of 2017. Pam contacted Howard Fuller, WCC Library Director, who informed Pam that this project has not been fully funded yet.

BPL patrons can now check out at the La Conner Regional Library. We sent notice to all Washington State libraries inquiring if they would like to participate in state-wide library access – La Conner responded positively.

Pam was interviewed by Herald reporters Dean Kahn, for a Prime Time feature, and Robert Mittendorf, for an article about libraries of the future.

National Friends of Libraries Week, October 16-22, 2016: Rachel read aloud *A Resolution Commending the Friends of the Bellingham Public Library*. The resolution, along with the Mayor's resolution, will be presented to the Friends at a Saturday, October 22, event, *Story Time in the Northwest*, which will celebrate Vicky Marshall's love of stories. Ben Mann will be in attendance to unveil his painting that was commissioned by the Friends in her memory. Tom Barrett moved to approve the Resolution. Rick Osen seconded. Motion carried.

Library Board retreat debrief: Pam inquired when the Trustees would like to reschedule the Sustainable Funding Board Retreat that was cancelled due to bad weather. After discussion, it was decided to reschedule in February or early March – a new Interim Director, Trustee and possibly Council Liaison, should be settled in by then.

Trustee recruitment update and process: Pam received five applications from the Mayor's office. One applicant does not meet the residency requirement. Pam will forward applications to Trustees, who can then provide feedback as to which applicants to interview. The Mayor then interviews the board-recommended candidate.

Personnel update: Rick reported that he met with city staff about the Interim Director search. They agreed to use the services of Kara Turner from Turner HR Services, Inc. The position was posted on October 7, which is open until filled, but with a response date of October 28 for first consideration. Rick has a meeting on October 31 with HR contacts, Holly and KayCee, to go over applications, as well as a meeting with Kara early in November. They will arrange Skype interviews, hopefully followed by in-person interviews on November 17. Pam added that there will be an informal gathering for staff to meet the candidates.

2017-2018 budget update: Pam shared the 2015-2016 Accomplishments and 2017-2018 Work Plan with City Council at the October 10 budget work session. She thanked Rick for

attending with her. Department Heads were instructed by the Mayor to present three highlights of 2015-2016 and their work plan for 2017-2018. In August, departments were presented with a no-increases budget for 2017-2018 and told they could move money among line items, but could not increase anything. This was followed by one-on-one meetings with the Mayor – this was the opportunity for Department Heads to request budget increases needed to sustain current services. Pam requested \$90,500 as approved by the board. The Mayor included an increase for the library of \$50,000 for 2017 in her budget to the Council. After Council has heard from all departments, they will hold a Special Meeting on November 28 for any further budget discussion. April added that public safety is the Mayor's first priority and she anticipated very few tweaks to the budget. Budget approval is scheduled for December 5, with final on December 12.

Whatcom READS! 2017: Janice distributed copies of the 2017 Whatcom READS! selection, *The Revised Fundamentals of Caregiving* by Jonathan Evison as well as event posters and handouts. There will be a variety of programs with the primary events being held March 9-11, 2017. The main event will be Friday, March 10 at the Mount Baker Theatre. Whatcom READS! is funded in large part by the Friends.

Committee reports:

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

2017 Interlocal Agreements for Connections: Tom Barrett moved to approve the 2017 Interlocal Agreements with our BTC, WCC and WWU Connections. Rick Osen seconded. Motion carried.

New Business: No new business.

Action items for next meeting:

- Tentative 2017 Library Board meeting dates.
- 2017 holidays and library closures.

Meeting adjourned at 4:15 p.m.

Next Regular Library Board Meeting – November 15, 2016 at Central Library, 210 Central Avenue, Board Room – at 3:30 p.m.

Chair, Library Board of Trustees

ATTEST
Secretary, Library Board of Trustees