

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 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 November 16, 2016: Regular board meeting November 23, 2016: Special session• Library performance & activity measures November 2016• Financial reports Claims: November 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. Library Board of Trustees transitions <ul style="list-style-type: none">• Celebrating Marilyn Mastor's 10 years of service<ul style="list-style-type: none">◦ January 2007 - December 2016• Election of Library Board Chairperson and Vice Chairperson for 2017• Trustee recruitment update	10 min

7. Staff recognition	10 min
<ul style="list-style-type: none"> • Library staff members who have reached milestone years of service: <ul style="list-style-type: none"> ○ Bethany Høglund: 20 years ○ Alison Kuiken: 15 years ○ Elizabeth Smith: 10 years 	
8. Personnel update	10 min
<ul style="list-style-type: none"> • Interim Library Director search review and update • Pam Kiesner's last day: January 5, 2016 	
	Time check: 4:25
9. 2017 WCLS Interlocal Agreement	10 min
10. Library policy revision	5 min
<ul style="list-style-type: none"> • Interlibrary Loan Policy 	
11. 2017/2018 Budget update	10 min
	Time check: 4:50
12. Committee reports	5 min
<ul style="list-style-type: none"> • Outreach Committee • Facilities Committee 	
13. Bellingham Public Library Strategic Plan 2013-2017	10 min
<ul style="list-style-type: none"> • Our Progress to Date, December 2016 	
14. Library Board 2016 accomplishments and 2017 goals	15 min
<ul style="list-style-type: none"> • Looking back and thinking ahead – Library Board brainstorm 	
15. New business	2 min
16. Action items for next meeting	2 min
<ul style="list-style-type: none"> • Mayor Kelli Linville has been invited 	
17. Adjourn	Time check: 5:24

Next Regular Library Board Meeting: Wednesday, January 18, 2017 – 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.

Library Board
December 14, 2016 FYI

LIBRARY **HOTLINE**

a media source
publication

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NEWS & INSIGHTS FOR LIBRARY DIRECTORS AND TRUSTEES

PEOPLE

The University of North Carolina Library, Chapel Hill, announced two recent appointments, effective November 1: **Dayna Durbin**, formerly Media Coordinator and Technology Facilitator for Durham Public Schools, NC, is the new Undergraduate Teaching and Learning Librarian. **Rebecca Smyrl**, previously a book conservator at the Conservation Center for Art and Historic Artifacts in Philadelphia, is the new Assistant Conservator for Special Collections.

Kentucky governor Matt Bevin has named **Terry Manuel**, a 24-year employee with the Kentucky Department for Libraries and Archives (KDLA), as the new State Librarian and Commissioner of KDLA, following the retirement of **Wayne Onkst** in December. Manuel has been Acting State Librarian/Commissioner since February.

Michelle Perera will become Director of the Pasadena Public Library and Information Services Department, CA, effective December 19, after serving as Director at Rancho Cucamonga Library, CA, for the past two years.

IN MEMORIAM

Harold Worthley, former Director of the Congregational Library and Archives in Boston, died October 21 at the age of 87 after a battle with cancer. Worthley held his post for over 25 years.

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More Wins Than Losses for Libraries

On a long election night filled with tension and political upset, 79 libraries nationwide had referenda on the ballot. At press time, 54 wins and 11 losses were recorded, with the remainder either not applicable or still too close to call.

John Chrastka, founder and executive director of EveryLibrary, a nonprofit organization that advocates for library ballot initiatives (and a 2014 *Library Journal* Mover & Shaker), worked with 16 of those communities. Of those, EveryLibrary won nine and lost six, with one still too close to call at press time. The wins total nearly \$90 million.

The smallest operating levy in EveryLibrary's win column was one of the most critical, according to Chrastka. Jeannette Public Library, PA, passed a one-mill increase for a total of 1.24 mills and \$77,987, to replace municipal funding cut in fall 2015. The measure, which narrowly passed by 52 percent, will allow the library to keep its doors open.

The Mid-Century Public Library (MCPL), Kansas City, MO, won an eight percent increase to its operating levy across three counties. The levy, known

as Proposition L, is the first library increase to taxpayers since 1983; the vote passed by 62 percent. The resulting levy will result in an average one percent property tax increase over the current 32¢ tax per \$100 assessed valuation for the average household, which accounts for approximately 95 percent of the library's operating funds.

Rebekkah Smith Aldrich, coordinator of library sustainability for the Mid-Hudson Library System (MHLS), Poughkeepsie, NY, had her doubts about the practicality of library measures going up on this fall's crowded ballot. But out of six libraries

in New York's fiscally conservative Hudson County with referenda on the docket, Smith Aldrich said, four won—although the Phoenicia Library lost by only 21 votes.

Voters also showed overwhelming approval for Ohio libraries, voting yes to all 15 public library issues on local ballots statewide. The successful ballot issues included nine renewal levies, three new levies—all of which passed by significant margins, with an average voter approval rate of 67 percent—and three renewals plus additions.

The Missoula Public Library (MPL) District, MT, will have a new facility

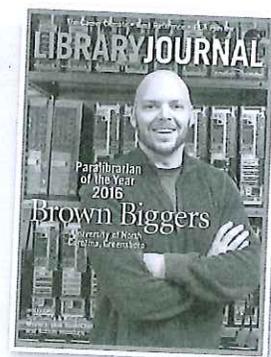


Paralibrarian of the Year

The 2016 Paralibrarian of the Year is Brown Biggers. *Library Journal* will honor one support staffer with the 18th annual Paralibrarian of the Year award, sponsored by DEMCO, in its March 1, 2017, issue.

For more information and guideline to submit your nominations go to ow.ly/wVSk305DfGU

POSTMARK DEADLINE: JANUARY 10, 2017



INTERVIEW

Frank W. Baker

Frank W. Baker is founder of the Media Literacy Clearinghouse, an online resource for educators. He helped craft the new Position Statement on Media Literacy for the National Council for the Social Studies in May 2016 and will participate in *School Library Journal's* Pop Literacy editorial webcast on December 6.



If you had to name the top three resources and issues today, what would they be?

Every educator

needs to be familiar with, and use, the media literacy core concepts and critical thinking questions. Both the Center for Media Literacy and the National Association of Media Literacy Education have downloadable concepts and questions that I would recommend every educator post in their classrooms. Since my approach...starts with visual literacy, I think it's very important that educators teach students how to "read" an image.

How do advertising techniques vary depending on the age of child consumers?

Examine the kinds of food products advertised during kids' programs. Research has already shown that much of the food marketed to them is unhealthy and full of sugar. But the ads for these products won't disclose the sugar content, for example. That's one reason why covieing with an adult is essential. Older kids can develop some "healthy skepticism" where they are more suspicious and aware that a product ad is deceptive. This is where media literacy can be helpful. When teachers take the time to capture current ads and use them for analysis and deconstruction, we can help students become more media aware.

after a \$30 million bond was approved, with 58 percent voting yes. The new and expanded building will triple its computer capacity, expand digital collections, and offer access to video production, 3-D printing, and more.

Dorchester County, SC, voted yes on a \$43 million "quality of life" referendum to help grow the county's parks and libraries. Nearly 61 percent of residents approved the measure, which will provide at least \$30 million to build two new library facilities and upgrade an existing library. Approved shortly after the damage incurred by Hurricane Matthew, the bond represents a strong desire to invest in the community's infrastructure.

LOCAL OPPOSITION

Despite the strong record of wins, Chrastka told *Hotline*, local opposition to library ballots in the form of direct mail and robocall campaigns represented a continuing trend in a number of communities.

The Meridian Library District (MLD), ID, was targeted, Chrastka noted. The district failed to pass two bonds that would have funded construction of new branches and community pools. The \$12 million library bond was approved by 59 percent of voters but required a supermajority of 66.7 percent to pass. The cost to taxpayers would have been approximately \$11.05 annually per \$100,000 in assessed property value, or 92¢ per month.

Perhaps the most significant loss was the Douglas County Library, OR, proposed special library district. Without Measure 10-145, the county's 11 libraries will probably close later in the year. Fifty-six percent of voters rejected the proposed district, taxes for which would have amounted to 44¢ per \$1,000 of assessed property tax. The library is dependent on a percentage of timber revenue from Western Oregon O&C-BLM (Oregon & California Bureau of Land Management) forestlands, which has been falling in recent years;

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new O&C management plans have further reduced county funding. An independent library district would have provided a dedicated source of revenue.

As for what the larger implications of the general elections will mean for library measures going forward, Chrastka feels that libraries will become more reliant on local funding. The upcoming political climate may also encourage more fiscal conservatives to run for office, noted Smith Aldrich, which means libraries will have to step up their games when making their case for funding.

Librarians, Authors Support Kids Postelection

At the Ethel Walker School in Simsbury, CT, 20 minutes outside of Hartford, librarian Nishette Isaacs organized an election night watch party, preparing for the possibility of the historic event of the first woman winning the presidency. Since the majority of

the 250 students at this private girls' school are boarders, kids were invited to the library for a pajama party to view news coverage. The students were sent back to their rooms before the results were finalized Tuesday night, and when they found out that Donald Trump, not Hillary Clinton, would be the next president of the United States, Isaacs knew she needed to offer the library as a gathering space again. While about 20 students staged a sit-in in the school's main building, Isaacs opened the library to about 70 girls to participate in discussion groups.

At another Connecticut private girls' school, librarian Sarah Ludwig created an interactive display to help the students share their feelings.

High school and some middle school walkouts were reported in San Francisco, Oakland, and Los

Angeles, as well as in Austin, TX.

The student body of East St. Louis Senior High, IL, is 99 percent African American and one percent Hispanic. K.C. Boyd, librarian at East St. Louis and a *Library Journal* 2015 Mover & Shaker (M&S), said the election has been a big topic of conversation among students at the library during lunchtime. Some 18- or 19-year-olds who voted this year for the first time were deeply disappointed. Boyd has been pulling out books about Ida B. Wells and Congressman John Lewis, in addition to the Black Lives Matter book display she established earlier this fall.

Sarah Park Dahlen, assistant professor in the Master of Library and Information Science Program at St. Catherine University in St. Paul, said



TAKE ACTION!

Calling All Change Agents

It's time to ignite a movement in libraries, one that faces head-on the pressing threat brought by climate change and addresses every way we can help to secure a better future, or, in more stark terms, a future for the generations to follow. This seems more imperative every day, but the functional response is limited.

There are exceptions, of course. One is the New York Library Association (NYLA) Sustainability Initiative. In September 2015, as I described in "Our Triple Bottom Line" (ow.ly/OSzl306a7Xb), I joined this small group of "cocreators" for an intensive think tank on what libraries can do. This work built upon the stated commitment to sustainability embodied in resolutions adopted by both NYLA and the American Library Association. It was critical to ask what next and to take steps toward an answer. Among the tangibles that emerged from the think



tank was the Sustainability Initiative Purpose Statement. It reads:

To create leadership and provide tools to mobilize libraries to think and act sustainably,
In a way that builds awareness and consensus while inspiring action by members of the library community to own their role as sustainability leaders in their communities,
So that communities thrive, bounce back from disruption and are infused with new and better life for everyone.

We can make resolutions, and we can create purpose statements, but it is what happens next that counts. Taking action is exactly what the Sustainability Initiative has been doing in the year since that retreat. The group, joined by some new voices, split into teams and worked—with zeal, creativity, sincere effort, and collaborative spirit—toward bringing something meaningful to the 2016 NYLA conference in November in Saratoga Springs. There, the group presented a day of continuing education and revealed a tool for librarians to use as they

By Rebecca T. Miller

Library Board
December 14, 2016
FYI

Bellingham Public Library

Connecting our community with each other and the world

READ • LEARN • MEET • DISCOVER

[Library Homepage](#) [Calendar](#) [Digital Library](#) [New Items](#)

WINTER HOLIDAY CRAFTS, FILMS, MUSIC & MORE AT THE LIBRARY



Looking for winter holiday fun? Visit [our online calendar](#) for a listing of all library programs and events. Here's a sample of what we have planned in December:

- **Music in the Library**, featuring local musicians December 2, 3, 16 & 20;
- **Make It and Note of Thanks** drop-in winter-themed crafts;
- **Winter Movie Matinees**, during school winter break.

Details about holiday events: [Ring in the winter holidays](#)



WEBSITE UPDATE: MOBILE-FRIENDLY, BETTER ACCESSIBILITY & MORE

Searching for the next storytime? Trying to place a book on hold? Need help with a research project and can't find what you need? Great news for our online users: We're improving the library's website to help patrons discover and use these resources and many, many others!

We'll be making changes to [www.bellinghampubliclibrary.org](#) in the coming weeks and months to better meet our mission: *Connecting our community to each other and the world to read, learn, meet and discover.*

We expect to launch our new site the weekend of December 17-18, 2016. As we make improvements, we'll present opportunities for you to let us know how we're doing. And you can always [contact us](#) with questions and feedback. See our [Website Update page](#) for more details.

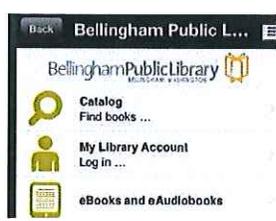


WEBSITE CHANGES WILL REPLACE LIBRARY NOW MOBILE APP

After December 31, 2016, Bellingham Public Library cardholders will no longer have access to our website using the *Library Now* mobile app.

Our website improvements (described in article above) are designed to be mobile-friendly and provide convenient, seamless access to our library catalog. The *Library Now* app is a paid service that has been a helpful patron resource. Our updated mobile-friendly website, coupled with improvements to our library catalog, together are expected to provide similar mobile convenience and improved function without the additional cost to the library for a special app.

Thank you for your patience with this change as we strive to provide the best, most cost-effective services possible. Please [contact us](#) if you have any questions.



WE STAND STRONG AGAINST HATE, OFFER SERVICES & RESOURCES FOR ALL



It is more important than ever for individuals and organizations to stand strong against hate and intolerance and support equity, diversity and inclusion, as our nation reflects on our recent Presidential election and looks to the future.

Bellingham Public Library welcomes you regardless of what you look like, what faith you choose, what disabilities you may have, who you love, where you come from, what languages you speak, how much money you have or where you live.

We serve as safe havens and trusted community resources for all, and we join public library leaders across the country speaking out, reaffirming our collective commitment to offering vital services and spaces. See [our director's full statement](#).



CHECK OUT OUR LISTS FOR GREAT READING AND LISTENING



Looking for a great read? We have up-to-the-minute advice for all ages with lists for fiction, award-winners and nominees, popular non-fiction and much more.

Check often, as we're posting new and updated lists regularly. And watch for our staff favorites for 2016, to be posted by mid-December.

Check out the [Staff Picks page](#).



BOOK SALE DECEMBER 7-10, HOSTED BY FRIENDS OF THE LIBRARY

Friends of the Bellingham Public Library host the annual Winter Book Sale at the Central Library, December 7-10, as follows:

December 7 - 9, 10 a.m. - 6 p.m.
December 10, 10 a.m. - 1 p.m.

The book sale features a large selection for all ages of used books, DVDs, CDs and more, with most items \$1. All proceeds benefit the Bellingham Public Library.

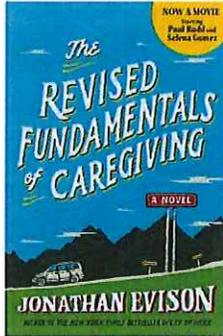
Join the fun, find great deals on books and other materials, and support your library!



Friends of the
Bellingham Public Library



WHATCOM READS: *THE REVISED FUNDAMENTALS OF CAREGIVING*



Whatcom READS! 2017 features *The Revised Fundamentals of Caregiving*, a big-hearted and inspired novel by author Jonathan Evison.

Author Jonathan Evison is scheduled to visit our area March 9-11, 2017 for events in Bellingham and throughout Whatcom County. All events are free-of-charge and open to the public. Check the [Whatcom READS website](#) for schedule details, updated regularly as plans for this winter's Whatcom READS series are made final.

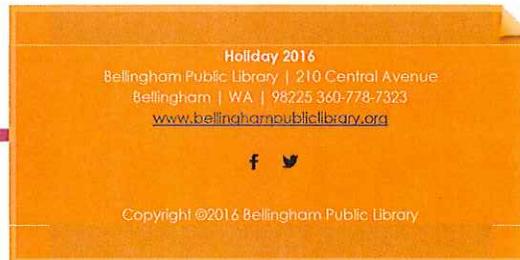
If you like really digging into a great book and enjoy discussing and exploring a book's themes, you're going to love Evison's novel. This is a story about forgiveness, especially about forgiving oneself. It is available at all public libraries in Bellingham and Whatcom County, and from your favorite local independent book store, Village Books. Makes a great holiday gift, too!



BELLINGHAM PUBLIC LIBRARY HOLIDAY HOURS

All our locations closed
December 23, 24, 25 & 26
and
January 1 & 2, 2017

Our online services are always available at www.bellinghampubliclibrary.org



Library Board
December 14, 2016
FYI



In times of division, here's a place where diverse ideas flourish

By Pamela Nyberg Kiesner, Director, Bellingham Public Library

It is more important than ever for individuals and organizations to stand strong against hate and intolerance and support equity, diversity and inclusion, as our nation reflects on our recent Presidential election and looks to the future.

The election of the President of the United States is among the most important steps we take as citizens to express our commitment to our country and our faith in democracy. Yet this year's contentious campaign season highlighted deep divisions among us. These divisions are not new, but the process of choosing our nation's leader revealed their depth and breadth.

Public libraries are in a unique and special position to promote equity, diversity and inclusion, and take a strong stand against hate and intolerance. We serve as safe havens and as trusted community resources for all. Today I join my library colleagues across the nation speaking out, reaffirming our collective commitment to offering welcoming and vital services and spaces.

Bellingham Public Library welcomes you regardless of what you look like, what faith you choose, what disabilities you may have, who you love, where you come from, what languages you speak, how much money you have or where you live.

We take very seriously our responsibilities to uphold freedom of speech and open exchange of knowledge and ideas, yet we will not tolerate hate speech or actions that threaten anyone's safety or dignity.

We celebrate inclusion and opportunity for everyone, encouraging an environment where diverse ideas flourish and we oppose discrimination in all its forms. We offer ways for people to come together, face-to-face or electronically, to find information and resources to meet a variety of needs and interests.

At a time when critically evaluating information for factual accuracy is vitally important, we promote and provide access to credible sources, and help all community members find them. We offer access to materials, tools and expertise to help people be discerning knowledge consumers.

Public library core values are clear: free access, intellectual freedom, privacy and confidentiality. At the Bellingham Public Library, these responsibilities shape everything we do in service of our mission: *Connecting our community with each other and the world to read, learn, meet and discover.* We stand for these values unwaveringly.

Pamela Nyberg Kiesner is the director of the Bellingham Public Library and the chair of the Library Council of Washington.

*Library Board
December 4, 2016
Consent agenda*

Bellingham Public Library



**Regular Meeting of the Library Board of Trustees
Wednesday, November 16, 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, Marilyn Mastor, Tom Barrett and Rick Osen

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

Others Present: April Barker, City Council Liaison

Call to order and introductions: Regular session was called to order at 3:33 p.m. by Chair, J. Gordon.

Approve/modify agenda: Rick Osen moved to approve the agenda. Marilyn Mastor seconded. Motion carried.

Public comment: No comments.

Consent agenda: Wendy noted that the October Tumblebooks circulation statistic wasn't available when the packet was printed and provided the number – 4,483. Rachel Myers moved to approve the October 18, 2016 minutes and the October 2016 performance and activity measures and financial reports as amended. Tom Barrett seconded. Motion carried.

Board member reports: Rick commented that there were approximately 200 library measures this election year. Pam added that the Point Roberts measure did not pass; they had 55% of the vote, but needed 60% to pass.

J. reported that he has spent some time in the Burnaby Library which houses over 40 newspapers, approximately half in Chinese.

City Council liaison report: April reported that Council members had the opportunity to bring forward budget requests – most did not bring forward a request. At a Training the Trainer meeting put on by Cultures Connecting, April was struck by a quote from the Early Literacy Program Manager for Seattle Public Library, CiKeithia Pugh, "Just because you're in every neighborhood doesn't mean you're servicing all communities." She added that the Children's Library does a good job of going out and serving our communities.

Council passed the 2016 Comprehensive Plan Update. They also have been considering whether or not to make Bellingham a sanctuary city – the City already has policies in place that mimic sanctuary.

April also mentioned Whatcom Community Foundation's Project Neighborly grants – a new opportunity focused on supporting efforts to increase kindness and curiosity and to build trust.

Friends of BPL report: No report.

Library Director's report: Donations report: we received donations from the Willows Book Group and a grateful Interlibrary Loan patron. The Friends contributed \$13,600 for our website refresh project.

The quarterly Joint Management Team meeting, with WCLS, was held. Pam also meets with Christine Perkins, Executive Director of WCLS, every other week to share information.

Pam attended the Literacy Council Breakfast, as did several of the trustees.

The Management Team held a 5 hour retreat to prioritize the 2017 work plan. Jennifer Vander Ploeg is working on a visual presentation of the work plan. Pam has asked supervisors to work on a resume and brief biography for the new Interim Director.

Pam was contacted by a leasing agent for Bellis Fair Mall concerning a branch. The agent said the mall is interested in having a branch and would be flexible about payment. When Pam receives further information she will put it in a file for a North Side branch.

Pam attended the Whatcom READS! quarterly board meeting. The Interim Director will automatically be a member of that board – all Whatcom County directors have a place at the table.

Pam mentioned a recent obituary and memorial service she attended for Julie Foster – she was active in the community, served as the Director of the YMCA for many years and also designed the original BPL logo.

Pam will be going to her last Library Council of Washington meeting in Kingston on Monday.

Pam thanked J. and Rick for attending the All Staff Meeting on October 26. They brought the staff up to speed on the director search and the sustainable funding study.

Tomorrow is the Meet & Greet and interviews for the three Interim Director candidates. The Meet & Greet will provide the staff with a chance to meet the candidates and share their first impressions through a feedback form.

Janice provided a few program highlights:

- On Saturday, October 22, we held an event to honor the Friends and Vicky Marshall. Ben Mann's painting was unveiled and is now hanging in the Dodson Room. The painting was commissioned by the Friends with donations made in memoriam of Vicky Marshall. It was a lovely event.

- Whatcom READS! 2017 is coming up. The 2017 title is *The Revised Fundamentals of Caregiving* by Jonathan Evison. Jonathan will be in town March 9-11, with the main event on the evening of March 10 at the Mount Baker Theatre.
- A Ukulele session was held in the SkillShare Space with about 35 attendees, including Brian Griffin who makes ukuleles. Brian was impressed with the program and offered to present a program in the future.

Lola provided an update on the website refresh project: The current website was designed in 2008 and lives on an aging server. Steven Niedermeyer, Web Systems Analyst, has been working with us. The project is 85% complete. The new website is hosted by WPengine rather than the city server. The new site looks better, behaves better, and is optimized for mobile devices so we will no longer need the Library Now app. Launch is set for December 16. A huge thank you goes to the Friends for providing the funding for this \$30,000 project!

Whatcom Community Foundation support for Foundation Center database: We are thrilled that the Whatcom Community Foundation has donated funding for a 5-year subscription to our Foundation Center database. We are an official satellite site for this non-profit resource which offers access to a suite of websites. Deborah Brewer serves as our liaison with the Foundation Center. Requirements include a print collection that supports non-profits and regular training sessions such as our Finding Funders programs.

2017 WCLS Interlocal Agreement: Pam previously provided the board with information about the history of the Interlocal Agreement with WCLS – documents for the establishment and continuance of the agreement. WCLS provided a proposal suggesting payment from WCLS to BPL was no longer justified based on usage numbers. Jennifer Vander Ploeg and Pam met with Brian Henshaw, Finance Director, who advised them on the most accurate statistics to determine if there is basis for payment. Jennifer and Lola are working on pulling those statistics. Pam suspects we can't justify the payment anymore, we have developed a seamless service with WCLS – both parties benefit from working together.

Trustee recruitment: Pam, J. and Rachel will be interviewing three candidates on November 30. All trustees saw all of the applications. Tom mentioned that the Board Commission met recently and is reviewing the process for nominating new board members, wanting to assure a good balance on all boards. Pam suggested the board give the interview committee authority to choose the candidate to recommend to the Mayor following the interviews. The board agreed.

Personnel update: Rick updated the board on the Interim Director search. Rick and J. met with City staff, who approved working with Kara Turner of Turner HR Services. Out of thirteen applicants Kara and Rick chose six people to interview via Skype. One applicant withdrew prior to the interviews. Following the Skype interviews, the committee chose three candidates for on-site interviews. A Meet & Greet is scheduled for the morning of November 17 so that staff have the opportunity to meet the candidates, followed by an Executive Session to conduct the interviews.

2017-2018 budget: A current Library Rates & Fees schedule is in the packet. Pam recommended the board not make any changes for 2017. Tom, noting that the last meeting room rate increase was in 2013, suggested raising all rooms by \$5. Janice is currently

exploring options on meeting rooms. April added that Parks is working on a rate study. The board will wait until the new data is received. Tom Barrett moved that Library Rates & Fees remain the same for 2017 until they are reviewed. Rachel Myers seconded. Motion carried.

Pam mention the remaining dates the Council will be working on the 2017-2018 budget: November 28 for any needed discussion; December 5 for approval; December 12 for 3rd and final approval.

Public Library Trustee Grants: Pam informed the board that there are Washington State Library grants available for trustee training.

Committee reports:

- Outreach Committee: Tom met with Faye Hill and discussed the Friends organization and Faye's attendance at WCLS board meetings. Tom also met with Michael Lilliquist who requested information about the cost of a North Side branch. Tom forwarded the request to Pam, who sent information to Michael.
- Facilities Committee: no report.

2017 regular Library Board of Trustees meeting schedule: Pam provided the 2017 meeting schedule to the board with the caveat that the Interim Director may want to make changes. Rick Osen moved that the board accept the 2017 regular Library Board of Trustees meeting schedule. Rachel Myers seconded. Motion carried.

2017 City of Bellingham holidays & other library closures: Pam provided a list of city approved holidays and additional library closures:

- New Year's Day, Sunday, January 1
- Sunday, April 16 – while not a city-observed holiday, the Library has typically closed on Easter Sunday because of low use
- Sunday, December 24, expected low use

New Business: The board will meet for dinner at Giuseppe's on Tuesday, December 13 to honor Marilyn Mastor's tenure as trustee. This will be noticed as a Special Meeting.

Action items for next meeting:

- Staff recognition for milestone years of service
- Library Board of Trustees transitions – Marilyn leaving, officer election
- Library Board 2016 accomplishments and 2017 goals
- Pam's last meeting

Meeting adjourned at 5:33 p.m.

Next Regular Library Board Meeting – December 14, 2016 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

*Library Board
December 14, 2016
Consent agenda*

Bellingham Public Library



**Library Board of Trustees Special Session
Wednesday, November 23, 2016 – Central Library
Library Board Room 12:00-1:00 p.m.**

Minutes of Actions and Decisions of the Board of Library Trustees of the Bellingham Public Library as authorized by RCW 27.12.210 and SEC. 7.02 Charter of the City of Bellingham.

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

Library Staff: Pamela Kiesner, Janice Keller and Wendy Jenkins

Others Present: Kara Turner, Turner HR Services

Call to order: Special session was called to order at 12:00 p.m. by Chair, J. Gordon.

Executive Session: The board moved into Executive Session at 12:00 p.m. according to RCW 42.30.110(g) to evaluate candidates for Interim Director Position.

The Board of Trustees adjourned the Executive Session and returned to open session at 12:30 p.m.

Rick Osen moved that the Board direct J. and Kara Turner to offer the position of Interim Library Director to Nancy Kerr, contingent on the successful completion of a background check. Rachel Myers seconded. Motion carried.

Meeting adjourned at 12:34 p.m.

Chair, Library Board of Trustees

Notes taken by: Wendy Jenkins

ATTEST
Director, Bellingham Public Library

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

*Library Board
December 14, 2016
Consent agenda*

			Year to Date		% of change YTD
	November-16	November-15	2016	2014	
Holdings - Number of materials in the library's collection					
Physical copies added to the collection	1,591	1,936	19,185	19,324	-0.72%
Electronic copies added to the collection - Hoopla removed March	1,190	853	-5,371	31,842	-116.87%
Physical copies withdrawn from the collection	(363)	(456)	(15,658)	(24,313)	-35.60%
Total physical holdings			191,744	187,924	2.03%
Total electronic holdings			56,532	60,059	-5.87%
Total Holdings (Physical and Electronic)			248,276	247,983	0.12%
Circulation - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
Central Library					
Adult	55,169	57,092	669,623	669,272	0.05%
Youth	36,405	37,165	422,973	425,631	-0.62%
Sub-Total Central	91,574	94,257	1,092,596	1,094,903	-0.21%
Fairhaven Branch					
Adult	6,477	5,911	55,880	64,908	-13.91%
Youth	2,251	1,911	19,427	21,321	-8.88%
Sub-Total Fairhaven	8,728	7,822	75,307	86,229	-12.67%
Barkley Branch					
Adult	4,289	3,634	39,118	42,168	-7.23%
Youth	2,926	2,489	27,107	28,765	-5.76%
Sub-Total Barkley	7,215	6,123	66,225	70,933	-6.64%
Bellingham Technical College					
Adult	72	101	1,042	1,087	-4.14%
Youth	16	19	105	87	20.69%
Sub-Total BTC	88	120	1,147	1,174	-2.30%
Whatcom Community College					
Adult	318	306	2,917	2,713	7.52%
Youth	121	129	840	685	22.63%
Sub-Total WCC	439	435	3,757	3,398	10.57%
Western Washington University					
Adult	491	400	4,853	4,338	11.87%
Youth	181	115	1,710	1,059	61.47%
Sub-Total WWU	672	515	6,563	5,397	21.60%
Online Services					
Hoopla (removed March 2016)	0	2,813	0	21,035	
NW Anytime Library Overdrive	12,498	10,204	130,818	110,075	18.84%
Tumblebooks	4,310	3,568	31,457	51,884	-39.37%
Zinio	1,541	1,004	16,616	14,681	13.18%
Sub-Total Online	18,349	17,589	178,891	197,675	-9.50%
Total Circulation	127,065	126,861	1,424,486	1,459,709	-2.41%
Holds Activity					
Holds Resolved - BPL staff filling holds for pickup at BPL & WCLS Systems	49,359	46,191	532,403	519,528	2.48%
Holds Filled - holds checked out at BPL, FH, Barkley and Connections	30,635	29,542	343,622	335,499	2.42%
Services					
Persons Visiting - Number of persons counted as they enter the libraries or visit remote website					
Central Library					
Adult	39,720	41,274	485,798	506,986	-4.18%
Children's	11,699	11,672	141,441	145,620	-2.87%
Fairhaven Branch	6,580	6,029	75,611	71,625	5.57%
Barkley Branch	3,875	3,251	42,626	44,032	-3.19%
Total Persons Visiting	61,874	62,226	745,476	768,263	-2.97%
Website Visits	43,003	44,718	500,301	502,250	-0.39%
This count reflects number of visits to www.bellinghampubliclibrary.org					
Bibliocommons visits	11,124	15,224	136,521	136,384	0.10%
This count reflects number of visits to Bibliocommons					
Total Website Visits	54,127	59,942	636,822	638,634	-0.28%
Computer Usage - Number of sessions					
Central Library					
Adult & Teen (30 terminals)	4,681	5,368	60,739	69,150	-12.16%
Children's (3 terminals)	184	245	2,414	2,624	-8.00%
Fairhaven Branch (7 terminals)	506	446	6,564	6,053	8.44%
Barkley Branch (4 terminals)	247	226	3,086	3,005	2.70%
Total Computer Usage	5,618	6,285	72,803	80,832	-9.93%
New Borrowers Registered					
Central Library	402	466	5,630	6,444	-12.63%
Fairhaven Branch	29	23	485	386	25.65%
Barkley Branch	28	19	370	349	6.02%
Total New Borrowers Registered	459	508	6,485	7,179	-9.67%
Programs - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	114	107	1,319	1,298	1.62%
Attendees	2,807	2,830	35,944	38,895	-7.59%
Volunteer Hours	390	470	6,268	7,176	-12.65%

*Library Board
December 14, 2016
consent agenda*

BELLINGHAM PUBLIC LIBRARY
Board of Library Trustees

NOVEMBER 2016 CLAIMS

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 DECEMBER 14, 2016, IN ACCORDANCE WITH RCW 27.12.210 AND 27.12.240.

	VENDOR	AMOUNT
ADMINISTRATION		
Communications/ITSD charges	City of Bellingham (Interfund)	1,950.00
Sound bar; toner	Amazon.com	130.78
Darkness to Light training	Brigid Collins	10.00
Email marketing	Constant Contact	1,673.09
Printing	Copy Source	102.98
Water @ Barkley Branch	Crystal Springs	25.16
Back in Circulation conference	DoubleTree Inn	728.24
Advertisements	Entertainment News NW	233.00
National Friends of Libraries day/Vicky Marshall	Haggen	238.15
ELPLP conference	Hilton Garden Inn	323.14
ELPLP conference	Bethany Hoglund	272.08
Back in Circulation conference	Alison Kuiken	398.04
ELPLP conference	Julie Mauermann	28.00
Stampers	Minuteman Press	51.31
Security software maintenance	Ninite.com	20.00
Office supplies; toner	Office Depot	254.75
Library membership	Pacific Northwest Library Assoc.	150.00
Software	SearchWP LLC	53.26
Barkley operating costs	Talbot Services LLC	533.33
Back in Circulation conference	Jen Vander Ploeg	192.00
Website hosting	WP Engine	99.00
	ADMINISTRATION Sub Total	\$7,466.31
PUBLIC SERVICE		
Program supplies	Amazon.com	16.17
Lost ILL	Fort Vancouver Regional Library	29.00
Security attendant shirts	Land's End	274.95
Library materials returned	Library Refunds	264.21
Copier paper; program supplies	Office Depot	61.27
Copier costs	Ricoh USA	607.49
Program supplies	Target	19.57
Microfiche lease (November & December)	Technology Unlimited	678.28
Debt collection	Unique Management Services	340.10
ILL postage	USPS	31.00
First aid supplies	Warehouse	50.82
Receipt paper	WCP Solutions	700.80
B & O taxes	WSDR	53.74
	PUBLIC SERVICE Sub Total	\$3,127.40
OUTREACH		
Diesel fuel	Reisner Distributor	91.89
Van maintenance & repair	City of Bellingham (Interfund)	677.00
	OUTREACH SERVICES Sub Total	\$768.89

TECHNICAL SERVICES

Book processing	Baker & Taylor	6,073.97
Audio/visual supplies	Demco	84.56
CD & DVD processing	Midwest Tape	1,157.06
ILL & tech services	OCLC	2,720.06

TECHNICAL SERVICES Sub Total \$10,035.65

LIBRARY ACQUISITIONS

Books, recorded books, CDs, DVDs	Amazon.com & other credit purchases	910.78
Books	Baker & Taylor	23,608.60
Periodicals, electronic databases	Ebsco Subscription Services	23,875.80
eBook hosting	Gale	163.05
DVDs, CDs, recorded books	Midwest Tape	8,507.40
eBooks, audiobooks	Overdrive Inc	795.98
Books	Rowman & Littlefield	92.67
Database	Tumbleweed Press	1,118.60
Books	Village Books	22.52
Books	West Payment Center	295.12

LIBRARY ACQUISITIONS Sub Total \$59,390.52

GIFT FUND

Program supplies	Amazon.com	87.46
Books	Baker & Taylor	2,248.66
Website refresh design	Big Fresh Inc.	4,537.50
Program supplies	Costco	15.99
Program supplies	Dollar Tree Stores	7.61
Database (Non-profit Resource Center)	Foundation Center	8,975.00
Books	Gale	217.23
Early Learning Center supplies	Michael's	32.60
DVDs, BCDs	Midwest Tape	38.03
Ukulele	Pamela Nilzon	100.00
Summer Reading STEM books	Reading is Fundamental	50.00
Program supplies	Value Village	15.15

GIFT FUND ACQUISITIONS Sub Total \$16,325.23

TOTAL GENERAL FUND \$80,788.77

TOTAL CLAIMS \$97,114.00

Bellingham Public Library
Policy

*Library Board
December 14, 2016
Item #10*

Title: 4.303 INTERLIBRARY LOAN POLICY
Code: 4 Public Services
Chapter: 4.300 Information Services
Type of Policy: Departmental
Date Developed: 22 August 1997
Date Revised: 13 May 1999, -18 October 2011, 07 December 2016
Revised by: Pam Kiesner, Beth Farley
Developed by: Claudia McCain
Approved By: Library Board of Trustees

Cancels: previously numbered Section VIII, Subsection Circulation Policies and Procedures

See Also: **Library policy:**
[5.201 Eligibility for library service policy](#)
Other resources:
[American Library Association Interlibrary Loan Code for the United States](#)
[Copyright Law of the United States \(Title 17\)](#)

Scope

This policy applies to all patrons who have ~~a full service borrowing privileges at the Bellingham Public Library, card, in good standing, with fines and fees not greater than \$10.00.~~

Definitions

Bellingham Public Library: referred to as library in this policy.

Interlibrary loan (ILL): the process by which a library requests material from, or supplies material to, another library. This service provides patrons access to material not available at their local library.

Policy/Conditions

1. Library provides interlibrary loan service.

As an extension of its mission, the Bellingham Public Library provides interlibrary loan services so patrons can access material not found in its local collections. The library will request material that is not owned or circulated by the library or by the Whatcom County Library System.

2. Library supports and complies with interlibrary loan codes and standards.

The Library complies with the American Library Association Interlibrary Loan Code for the United States. This code includes compliance with the U.S. Copyright

Law. The Library follows the standards of the current edition of the *ALA Interlibrary Loan Practices Handbook*.

3. Library may limit interlibrary loan services for selected materials.

Lending: The library seeks to satisfy local demand for materials, so does not lend high demand items with holds, feature film DVDs or items published in the current year.

Borrowing: In order to contain the costs of interlibrary loan service the library is unable to request television shows on DVD, or items published within the current year.

4. Library may require patrons to pay interlibrary loan charges or fees.

Patrons will abide by the terms and conditions of lending libraries, -including charges for lost or damaged materials.

For items not picked up by patron within the agreed loan period, the item will be returned and any fees incurred will be charged to the patron's account.

Patron is responsible for any lending or copying fees as determined by the lending library. Payments for materials must be made before the patron uses the item.

5. Library Board reviews this policy.

This policy is periodically reviewed, revised, or reaffirmed by the Library Board of Trustees.

*Library Board
December 14, 2016
Item # 13*

Bellingham Public Library



Connecting our community with each other and the world

READ ▪ **LEARN** ▪ **MEET** ▪ **DISCOVER**



Strategic Plan 2013-2017

OUR PROGRESS TO DATE

December 2016

Bellingham Public Library Strategic Plan 2013 - 2017
Our Progress to Date: December 2016

Contents	Page
1. Introduction	1 - 3
2. Strategic Goals and Objectives 2013-2017	3 - 14
READ	3 - 5
LEARN	5 - 7
MEET	8 - 12
DISCOVER	13 - 14

The complete Strategic Plan 2013-2017 is available on the library's website at www.bellinghampubliclibrary.org.

Introduction: Our Progress to Date: December 2016

We are pleased to present this "at a glance" update to the library Strategic Plan 2013-2017, and to report that we are making good progress on meeting most of the goals outlined in the plan.

Many changes have occurred in our organization and in our environment since our Strategic Plan was adopted in early 2013. Some changes were driven by our own efforts and some by changes in technology and community needs, while others have been outside of our control. When the Strategic Plan was adopted, library leaders knew it would be a fluid plan and a living document, especially for those areas requiring additional funding and/or staff resources.

The strategic directions this plan describes remain very relevant today and form the core of the library's work plan for 2017. This document is intended as a quick update indicating the library's progress on key goals and objectives identified in the original plan. Please contact the library administration for information about any of the items described.

Pamela Nyberg Kiesner, Library Director
December 2016

Library Helps Achieve City of Bellingham Goals

The library plays an important part in achieving the City of Bellingham's Legacies and Strategic Commitments as approved by the Bellingham City Council. The library's goals and objectives contribute directly to the following Legacies and Commitments:

- "Vibrant Sustainable Economy"
 - Foster vibrant downtown & other commercial centers
- "Sense of Place"
 - Support sense of place in neighborhoods; Preserve historic & cultural resources; Support people-to people connections
- "Access to Quality of Library Amenities"
 - Maintain & enhance publicly owned assets; Foster arts, culture & lifelong learning; Provide recreation & enrichment opportunities for all ages & abilities
- "Quality, Responsive City Services"
 - Deliver efficient, effective & accountable municipal services; Use transparent processes & involve stakeholders in decisions; Provide access to accurate information; Recruit, retain & support quality employees
- "Equity & Social Justice"
 - Provide access to problem-solving resources; Support services for lower-income residents

Strategic Plan 2013-2017
OUR PROGRESS TO DATE
December 2016

KEY TO SYMBOLS:

- ✓ **Completed project or on-going effort. May have incorporated new ideas for meeting the stated objective.**
- ▲ **Project underway or planned in 2017. Project scope may incorporate new ideas for meeting the stated objective.**
- ▼ **Deferred project or significantly changed it to meet the stated objective in a new way.**

READ

Inspire Bellingham to read, view, and listen.

GOAL 1: Bellingham Public Library is everyone's favorite place to borrow books, films, and music, with help from knowledgeable, friendly staff.



Objectives

- a. Provide our readers the best possible reading guidance by training staff and providing them with the tools they need to be successful readers' advisors.
 - ✓ Dedicate one librarian to focus on adult reading.
 - ✓ Subscribe to *Novelist*, a reader's advisory database.
 - ▲ Develop a staff continuing education plan.
 - ▲ Provide semi-annual staff book talk training.
 - ▲ Explore ways to use various reader's advisory tools.
- b. Help patrons locate and discover library materials by experimenting with new collections grouped by topic.
 - ✓ Pilot two mini-collections; monitor circulation for usage
- c. Enhance the patron experience and encourage library users to linger at the library by improving furnishings and seating.
 - ✓ Re-upholster damaged chairs to maximize available seating
 - ✓ Collaborate with Friends to re-organize and refresh the entrance area at the Central Library

- ✓ Include new furnishings at the Fairhaven Branch as part of the Wilks Estate funding
- ✓ Explore ways to increase seating comfort in Lecture Room

GOAL 2: Enhance reading, viewing, and listening opportunities through broadened library partnerships, programs, and promotions.

Objectives

a. Encourage new people to take advantage of library services by getting library cards.

- ✓ Hold a fall Library Card Campaign that coincides with the American Library Association's "Library Card Sign-Up Month"
- ▼ Partner with city schools and local retailers to make sure "Get a Library Card" is on every school supply list.
- ✓ Reach out to students and families by attending ten Back-to-School Fairs and New Student Orientations.
- ▼ Conduct "bring a friend to the library" Facebook campaign.

b. Provide a welcoming environment for people who are not using the library, especially non-English speakers.

- ▼ Develop and conduct a survey of non-users within Bellingham.
- ✓ Present a minimum of six programs to local organizations about library services.
- ▲ Translate Welcome Brochure and library card application into Spanish.
- ▲ Distribute brochures and card applications to twelve organizations that serve non-English speakers.
- ▲ Add a phone message option in Spanish.

- ▲ Add a page to the library website in Spanish that contains the same "welcome brochure" information.

c. Promote the enjoyment and value of reading, viewing, and listening by "book talking" and leading book discussions.

- ✓ Make contacts at all city schools to discuss establishing a "Book Talking in Schools" program.
- ✓ Develop a schedule and curriculum for children's and teen staff to visit each school twice a year, fall and spring.
- ✓ Coordinate six annual adult reading events in the community.
- ✓ Host four book discussions at non-library locations.
- ✓ Produce a "2013 Staff Favorites" guide for all age levels.

LEARN

Promote Lifelong Learning from birth through adulthood.

GOAL 1: Establish Bellingham Public Library as the leading community center for Early Learning, where families read, play, and learn together.

Objectives

a. Provide a welcoming, exciting environment for early learning by creating parent and child interactive play spaces in all physical library locations.

- ✓ At Central Library, complete the Early Learning Center transformation.
- ✓ Seek alternative funding to support Early Learning spaces and activities.



- ✓ Explore and evaluate space options at Barkley and Fairhaven branch libraries and implement
- b. Support parents, families, and caregivers in their early learning efforts by increasing staff expertise and knowledge of Early Learning.
 - ✓ Provide all-staff training of Early Learning theory and best practices.
- c. Increase the library's ability to meet the community's early learning goals by developing our partnerships and alliances in the Early Learning community.
 - ✓ Continue to be active in Whatcom Early Learning Alliance and the Early Learning Public Library Partnership
- d. Increase parent and caregiver education and training on Early Learning by providing classes, conferences, and collections.
 - ✓ Present three training or information sessions, collaborating with the county library system on curriculum and presentations.
 - ✓ Use displays and other promotions to highlight the Parent and Teacher Resources Collection.
 - ✓ Develop *Parent and Teacher Library Guide to Resources*.
- e. Increase family participation in Early Learning programming by developing and providing programs for families at multiple times, locations and in relevant languages.
 - ✓ Survey families to explore times and locations for Early Learning programming that better meet the needs of families.
 - ✓ Develop a plan for using additional staff for programming.

GOAL 2: Inform and delight our community with a varied calendar of programs.

Objectives

- a. Meet community needs for programming by developing and implementing a programming plan.
 - ✓ Identify and target community issues, interests, and audiences.
 - ✓ Target goals identified in the library's strategic plan.
 - ✓ Include additional children's, teen, and adult programs during evenings and on weekends.
 - ✓ Collaborate with a variety of community partners, including developing new programming relationships.
 - ▼ Offer the community more programs by expanding volunteer hours to help support those programs.
 - ▼ Prepare supporting data and materials to present to a fourth quarter Labor Management Council meeting
 - ✓ Support programming with corporate and alternative funding.

GOAL 3: Increase personalized services to meet individual needs for research, information, reading suggestions, and technology assistance.

Objectives

- ✓ Optimize patron's ability to get informed technology assistance by increasing staff technological competencies through updates at monthly staff meetings.
- ▲ Provide convenient library training, including Book-a-Librarian sessions, in four community locations outside the library.
- ✓ Explore ways for patrons to contact the library via a chat-based answer service in partnership with the county library system.
- ▲ Highlight instructional video links on how to use library tools and services, such as downloading eBooks.

MEET

Create thriving spaces where the community connects, accesses library resources, and shares their stories.

GOAL 1: Improve public access to library services by increasing library open hours to meet community demand.

Objectives

a. Meet community expectations for open hours by developing a schedule for library facilities based on local demand and state and national standards.

✓ Research standards, best practices, and recent survey responses and develop a schedule.

b. Develop a staffing plan to support proposed library open hours

✓ Assess current staff resources and develop a plan that effectively deploys current staff and proposes necessary additional staff resources.

✓ Prepare a report for the Mayor and Council including rationale for library open hours and a 2014 budget proposal for necessary staff.

▲ Reinstate Sunday and evening open hours at the Central Library.

▲ Reinstate open hours at branches.



GOAL 2: Optimize the public's ability to use the library 24/7 by enhancing our full-service, interactive virtual branch.

Objectives

a. Encourage increased use of the library's website by improving its functionality and promoting its usefulness to the community

- ▲ Offer staff webmasters a minimum of one training opportunity per year related to website development.
- ▲ Develop and implement a schedule to highlight and promote online library resources.
- ✓ Confirm annually that the library's website continues to be ADA compliant, including peripherals.
- ✓ Include an online library card application on the website.

b. Improve the public's access to and use of the library's online catalog

- ✓ Purchase and promote a mobile app for the library catalog.
- ✓ Promote the features and functionality of the library catalog.
- ✓ Expedite borrowing library materials from other libraries by implementing new Interlibrary Loan software.
- ✓ Engage online users via social networking.
- ✓ Provide access to high demand electronic formats as possible within our budget.
- ✓ Explore ways for the public of all ages to receive homework help by evaluating online services.

GOAL 3: Replace the 62-year-old Central Library, the hub which supports the entire Bellingham Public Library system, so that we may better serve our community.

Objectives

- ✓ Activate a Facilities Committee of the Library Board of Trustees.
- ✓ Ensure that a new Central Library is included in the City of Bellingham Facilities Master Plan.

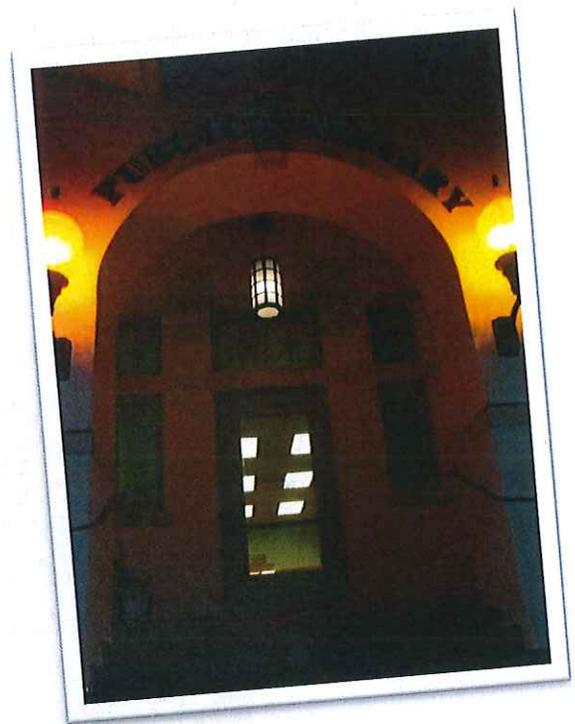


- ▲ Explore potential partners for co-location of library services.
- ✓ Secure funds to develop a revised Library Building Program.
- ▼ Develop a Library Building Program to meet current and future vision and requirements for the Central Library.
 - ▼ Hire consulting help to assist trustees and staff in developing the building program.
- ▼ Develop a staffing plan and operations budget for the new facility.
- ▼ Develop funding strategies for building and operating a new Central Library.
 - ▼ Work with Whatcom Community Foundation to develop a Capital Giving Campaign including Naming Opportunities
- ✓ Restart the site selection process and select a site.

GOAL 4: Ensure the city completes the seismic retrofit and historic renovations at the Fairhaven Branch Library.

Objectives

- ▲ Ensure that the seismic retrofit and historic renovations are included in the city's Facilities Master Plan (*2016 City Comprehensive Plan Update*)
- ▼ Update and publish a case statement describing the need for the seismic retrofit and historic renovations at the Fairhaven Branch Library.
- ▼ Work with the city (including Administration, Finance, Public Works, and Planning departments) to identify funding sources for the project, including incorporating it in the Central Library bond.



GOAL 5: Meet community demand for convenient library services by exploring options to provide additional library service outlets within the city.

Objectives

- ▼ Survey users and non-users about interest in additional library service outlets.
- ✓ Evaluate all current Bellingham Public Library Connections for efficiency and effectiveness and implement necessary adjustments.
- ▼ Conduct a needs assessment for additional library services outlets; consider population, survey results, and distance to existing services; estimate potential operating costs.
- ▼ Identify a minimum of two potential partners in providing Bellingham Public Library services; for example: a local business or developer, Bellingham Public Schools, or other educational institutions.



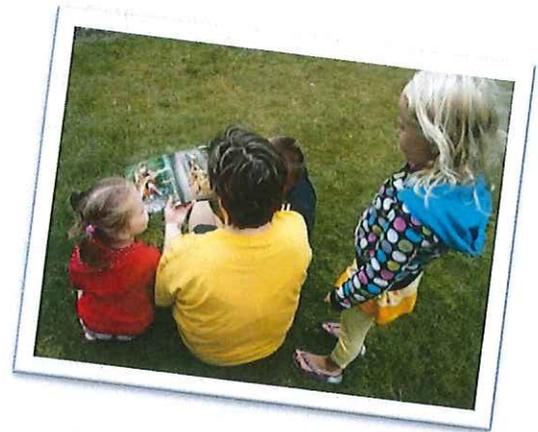
DISCOVER

Provide library collections that introduce ideas, build skills, support lifelong learning, and spark creativity.

GOAL 1: Offer the community a greater number and variety of library materials by increasing the materials budget to achieve the recommended library guideline of 15% of the Library's total budget.

Objectives

- ✓ Deliver presentation for City Council about library services, including the materials collection and budget.
- ✓ Encourage public supplementation of the materials budget by including a prominent *Donate* button on the library's website.



GOAL 2: Increase the quantity of library materials in new and emerging formats.

Objectives

- ✓ Partner with the county library system to provide an online magazine collection.
- ✓ Evaluate new formats as they become available, such as for online music or video services or alternative eBook services; join purchasing consortiums whenever possible.

GOAL 3: Provide public access to unique local content through digitizing local collections and promote access to other digital collections.

Objectives

- ▲ Pursue StoryCorps grant funding to collect personal memories of life in Bellingham and, if funded, include these oral histories on library's website. *(Pursued grant, which was not funded. Will continue to seek funding for similar projects)*
- ✓ Design a portal page on the library's website with links to digital local history resources.
- ▼ Identify and prioritize local content that would benefit from digitization such as local high school and college yearbooks and environmental impact statements.
- ▼ Seek grant or corporate funding to support digitization.
- ▼ Collaborate on digitization efforts with local agencies such as the Whatcom Museum, the Center for Pacific Northwest Studies, Washington State Archives, Western Washington University Special Collections, and Whatcom County Library System.

