

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.**

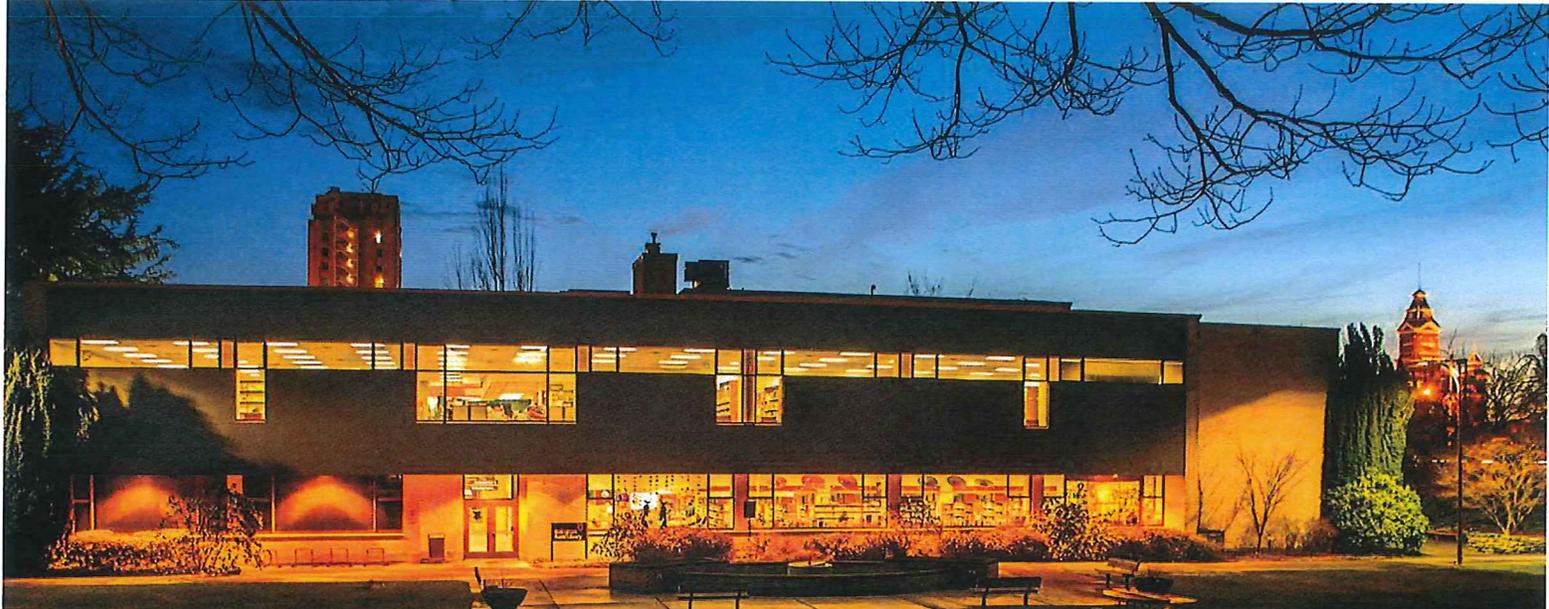
<b>AGENDA</b>	<b>TIME (approx.)</b>
<b>1. Call to order and introductions</b>	2 min
<b>2. Approve/modify agenda</b>	1 min
<b>3. Public comment</b> This time is set aside for members of the public to make comments or ask questions. We ask that remarks be limited to three to five minutes.	5 min
<b>4. Consent agenda</b> 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"><li>• <b>Communications and FYI</b></li><li>• <b>Minutes</b> December 14, 2016: Regular board meeting</li><li>• <b>Library performance &amp; activity measures</b> December 2016</li><li>• <b>Financial reports</b> Claims: December 2016</li></ul>	2 min
<b>5. Reports</b> <ul style="list-style-type: none"><li>• Library Board members</li><li>• City Council liaison</li><li>• Friends of Bellingham Public Library</li><li>• Library Director</li></ul>	15 min
	<b>Time check: 3:55</b>
<b>6. 2016 gift and donation report</b> <ul style="list-style-type: none"><li>• Library Gift Fund</li><li>• Friends of Bellingham Public Library</li><li>• Barkley Early Learning Space</li></ul>	10 min
<b>7. Library Board of Trustees transitions</b> <ul style="list-style-type: none"><li>• Trustee recruitment update</li></ul>	10 min

	<b>Time check: 4:15</b>
8. 2017 WCLS Interlocal Agreement	15 min
9. New business	2 min
10. Action items for next meeting	2 min
• Mayor Kelli Linville	
11. Adjourn	<b>Time check: 4:34</b>

**Next Regular Library Board Meeting: Tuesday, February 21, 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.



# Bring Your Light to the Library

Friday, January 20 | 6-8 p.m.

Central Library, Downtown Bellingham

FREE | ALL AGES WELCOME

*A joyful evening of hope and kindness, music,  
stories, art, and community connections.*

[www.bellinghampubliclibrary.org](http://www.bellinghampubliclibrary.org)

BellinghamPublicLibrary 

OP-ED DECEMBER 25, 2016 6:00 AM

# Library's gift to you: Fresh, mobile-friendly website delivering key services



BY PAMELA NYBERG KIESNER  
*Courtesy to The Bellingham Herald*

Here's the gift we are offering our community during this winter holiday season: We've improved the Bellingham Public Library's website to help you more easily discover and use all our free library resources!

Why would we consider a service as basic and commonplace as a website to be a gift to the community? Because our website serves many important functions to many people, and because updating it took the dedication of many to accomplish.

## Key to service delivery

Our website is vital to delivering library services, and is among the top-visited sites in the city of Bellingham government. In 2015, the library received about 300,000 unique page views, more than any other individual city department webpage.

Libraries are in the midst of a renaissance, fueled by rapid advances in technology and changes in the communities we serve. No longer just places for printed books and in-person reference help, public libraries offer free services that transform lives. We support digital literacy and lifelong learning, contributing to education, employment, civic engagement and personal empowerment. Many of these services are delivered online.

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**PATRONS SEARCH OUR CATALOG, READ EBOOKS AND EMAGAZINES, TRACK THEIR BORROWING, PAY FINES, ASK RESEARCH QUESTIONS, SEARCH OUR DATABASES, RESERVE MEETING ROOMS, PLACE HOLDS AND MUCH MORE – ALL FROM THEIR COMPUTERS AND MOBILE DEVICES.**

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In addition, many of our more traditional services are now available online as well. Patrons search our catalog, read eBooks and eMagazines, track their borrowing, pay fines, ask research questions, search our databases, reserve meeting rooms, place holds and much more – all from their computers and mobile devices.

Our success at serving all these needs depends on us having a reliable, easy-to-use website, and our new site meets those goals.

### **Important changes**

The biggest change has already happened, and you can view it now at [bellingshampubliclibrary.org](http://bellingshampubliclibrary.org). The site features a fresh, colorful new mobile-friendly design with updated photography, more intuitive, easier-to-use navigation and improved search capabilities. It is more accessible and inviting for users of all abilities, interests and ages, designed to help all our patrons easily find what they are looking for online.

Our website improvements are designed to be mobile-friendly and provide convenient, seamless access to our library catalog. We also are using this opportunity to discontinue our Library Now app, a paid service that has been a helpful patron resource. Our updated mobile-friendly website and improvements to our library catalog are expected to provide improved mobile convenience and function without the additional cost to the library of a special app.

We are particularly proud of our work in making our online services more accessible to people using mobile devices and to people with visual disabilities. Much of our behind-the-scenes work on the new site was to meet these needs, and we will continue to hone these improvements in the months ahead.

Improvements planned in 2017 include updates to our calendar of events and room reservation systems. Meanwhile, we are proud to say that the first phase of our new website, launched earlier this month, was completed on-time and under budget.

### **Dedicated supporters**

Special thanks to the Friends of the Bellingham Public Library, a dedicated volunteer organization that funds many special projects. Outside consultant costs for the website were paid for entirely by the Friends. We could not have made these improvements without the Friends financial support.

Thanks also to our local consulting team at Big Fresh and to the Bellingham Information Technology Services Department, our partners in planning and launching the updated site.

We also are grateful for the support of many local photographers whose contributions help make the new website shine: Paul Conrad, Paul Leeson, Kenni Merritt, Radley Muller, Linda Wright, and various Essence of Bellingham Photo Competition participants.

Our website was last re-designed in 2008. The internet has changed a lot since then, and so has our library and our community!

Our gift to you this winter holiday season is a beautiful, easy-to-use new website. The mission of the Bellingham Public Library is connecting our community with each other and the world to read, learn, meet and discover. Our new website goes a long way toward helping us achieve this mission. Please let us know what you think.

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

# Bellingham Public Library



**Regular Meeting of the Library Board of Trustees  
Wednesday, December 14, 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.

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- Board Members Present:** J. Gordon, Marilyn Mastor, Tom Barrett and Rick Osen
- Board Member Absent:** Rachel Myers
- Library Staff:** Pamela Kiesner, Lola Estelle, Beth Farley, Janice Keller, Jennifer Vander Ploeg and Wendy Jenkins
- Others Present:** April Barker, City Council Liaison; Faye Hill, Friends of BPL
- 

**Call to order and introductions:** Regular session was called to order at 3:34 p.m. by Chair, J. Gordon.

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

**Public comment:** No comments.

**Consent agenda:** Pam pointed out the Library Hotline article that is in the packet, *More Wins Than Losses for Libraries*, which reported on the 79 libraries nationwide who had referenda on their ballots. Rick Osen moved to approve the November 16, 2016 Regular meeting minutes, the November 23, 2016 Special session and the November 2016 performance and activity measures and financial reports. Tom Barrett seconded. Motion carried.

**Board member reports:** Board members and spouses celebrated retiring trustee Marilyn Mastor at dinner last night.

**City Council liaison report:** April reported that City Council was done for the year. The reorganization meeting will be held on Thursday, January 5, 2017.

**Friends of BPL report:** Despite the severe weather impact, last week's book sale netted over \$11,000.

**Library Director's report:** Pam reported that we received a \$200 donation for the Whatcom Community Foundation Unrestricted Fund and a \$25 donation to our gift fund.

City Council approved a \$443,000 bid from Hytech Roofing to re-roof Central Library.

Pam visited Kingston Public Library for the November Library Council of Washington meeting. It is a very nice, new library that is just a couple of blocks from the ferry terminal. Pam suggested people visit it if the opportunity arises.

Lola updated the Board on the Website Refresh project. Kickoff is this Friday, December 16. Lola will be working this weekend to troubleshoot any difficulties that come up. With the new website we no longer need the Library Now app for mobile devices. There have been a couple of complaints about this, but most patrons are pleased once they are shown that they can now access the website directly from their mobile device, without needing to go through a 3<sup>rd</sup> party vendor. Lola added that there will be a feedback form on the new site. Janice has arranged for robust communication about this change. Pam thanked Lola and Janice for their considerable efforts on this project and thanked the Friends for provided the funding.

Janice updated the Board on upcoming programs. 2017 will kick off with our regular programming plus a big splash at the end of January: *Bring Your Light to the Library* will be held from 6-8 p.m. on Friday, January 20 – "A joyful evening of hope and kindness, music, stories, art, and community connections." The Library has applied for a Project Neighborly grant from the Whatcom Community Foundation. On Thursday, January 5, we will have a retirement celebration for Pam from 4-6 p.m. in the Lecture Room.

Pam wanted to share a few words at her last board meeting: "We have the best combination: a caring board of trustees, a great staff, engaged Friends and other volunteers who devote themselves to the library, and a community that loves this library. I believe you should leave a campsite better than when you came. We have done that, despite having gone through tough times – we are still coming out of tough times. I didn't get everything done I would have liked to, yet we have achieved amazing things. Thank you for hiring me."

**Library Board of Trustees transitions:**

- Celebrating Marilyn Mastor's 10 years of service: January 2007 - December 2016. Pam presented flowers to Marilyn and showed her the four books that were selected in her honor. They will each bear a nameplate reading:

In Recognition  
of  
Marilyn Mastor  
Bellingham Public Library  
Board of Trustees  
January 2007 - December 2016

Marilyn thanked Pam and commented, "I gained more than I gave and learned so much about the workings of a library. It has been a wonderful ride. I am glad we had the time together. I appreciate what you all do. The wonderful staff is a credit to Pam – a reflection of who she is."

- Election of Library Board Chairperson and Vice Chairperson for 2017: Rick Osen nominated J. Gordon as Chairperson and Rachel Myers as Vice-Chairperson. Marilyn Mastor seconded. Motion carried.
- Trustee recruitment update: Pam reviewed the process to date: three candidates were interviewed and the committee made a recommendation to the Mayor. The Mayor responded that, prior to making an appointment, she would like to meet with the Interim Director, the Board Chair, along with each of the two remaining candidates (one withdrew from consideration). J. will be meeting with the Mayor to discuss this.

**Staff recognition:** Library staff members who have reached milestone years of service: Pam shared what each staff member's supervisor wrote:

- Bethany Hoglund: 20 years – One of the most cheerful, positive, mature, and supportive staff members, we are celebrating with Bethany 20 years of service to the Bellingham Public Library. Bethany began as a Page in 1996; in 1999 she was promoted to Clerk; and in 2005 to Children's Program Specialist. She has always worked in and had a passion for work with children's, and in 2010 became our Head of Youth Services, the highest classification in the Librarian ranks. Bethany received her BA in History from WWU, and her MLIS from University of Washington. You have personally witnessed Bethany's articulate and passionate advocacy for children, early learning, and public library services for children and their families/caregivers/and teachers. When I am in the community I hear compliments about Bethany and the team she has built – this is exactly what we want to hear from our public. We couldn't be any more fortunate than to have Bethany on our team!
- Alison Kuiken: 15 years – Over Alison's 15 years at the library, she has worked in a variety of positions. She started as a library page, moved into a library clerk position and is now our page coordinator. While her position is very detail-oriented, she's also great at big-picture thinking. She loves to come up with creative new ideas for the library, and always brings back concepts we can try from conferences and other libraries. Alison is one of those go-to people, always willing to help out wherever it's needed. Her understanding of inner-workings of the library is a resource that many of us draw on regularly, and very much appreciate having available to us! She does a wonderful job of coordinating the workload and scheduling of our 35 pages, and truly cares about creating a positive and efficient work environment. Alison has a customer-focused attitude which is demonstrated every time she's at the desk helping our patrons. We're very fortunate to have Alison and look forward to many more years!
- Elizabeth Smith: 10 years – Liz started at BPL as a Page in 2006. Liz has contributed countless ideas that have helped to streamline and make things better not only for her co-workers, but also the patrons. Liz shows her passion for the library daily, and is always ready and willing to help anyone in need. Her drive to make the library the best it can be, along with her heart for service are some of the wonderful qualities Liz brings to work. Liz truly is a joy to work with, and an asset to the library. It has been such an honor to have her on the library team for the past 10 years.

**Personnel update:**

- Interim Director search review and update: Nancy Kerr has accepted the position; she will be starting on January 4, 2017. Nancy sent a message, through Janice, to all staff. Pam has developed an orientation schedule for the two days that they will overlap.

**2017 WCLS Interlocal Agreement:** Jennifer Vander Ploeg and Pam met with Brian Henshaw, Finance Director, and shared data about reciprocal usage between BPL and WCLS. Brian agreed that the data indicates a payment from WCLS may not be justified. WCLS patrons use our facilities more than BPL uses theirs, but our patrons use their materials more than they use ours. Pam and Jennifer also met with Christine Perkins, WCLS Executive Director, and Michael Cox, Deputy Director, who all agreed they would further consider this early in the New Year. Pam suggested this be on the January agenda.

**Library policy revision:**

- Interlibrary Loan Policy: Beth reported that there is just a minor revision to the policy under 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.~~ borrowing privileges at the Bellingham Public Library. card, in good standing, with fines and fees not greater than \$10.00.

On the new website there will be a combined form for both purchase suggestion and ILL – staff will filter all requests. This will alleviate some confusion for patrons. Tom Barrett moved that the policy be approved as revised. Rick Osen seconded. Motion carried.

**2017-2018 budget:** Pam informed the Board that the Council-approved 2017-2018 budget shows the WCLS revenue removed from 2017, but remaining in 2018. Due to this loss of revenue for 2017 the Mayor removed the \$50,000 she had initially approved for pre-processing costs. Pam has a meeting tomorrow with the Mayor and she will ask about this change.

**Committee reports:**

- Outreach Committee: nothing to report.
- Facilities Committee: nothing to report. It was suggested that this agenda item be rolled into the Board Members report in 2017. If there is a specific report, it can be added to the agenda.

**Bellingham Public Library Strategic Plan 2013-2017:**

- *Our Progress to Date, December 2016* – this brief, visual progress report is included in the packet for the Board to review. Pam thanked Janice for updating this document. J. expressed appreciation for this concise report, it is a communication tool that shows connectivity to all that we try to do and what we want to focus on – this is the purpose of a Strategic Plan.

**Library Board 2016 accomplishments and 2017 goals: Library Board brainstorm**

2016 accomplishments:

- ✓ Established two level of service standards: facilities and open hours; the facilities standard was included in the City's Comprehensive Plan
- ✓ Restored some branch hours with full Saturday service at Fairhaven and Barkley

- ✓ Policies: approved Use of Video Surveillance System Policy; revised Eligibility for Library Service and Interlibrary Loan policies
- ✓ Extended the elimination of fines on youth materials to our adult card holders
- ✓ Recovered from Pam's retirement announcement and hired an Interim Director
- ✓ Rachel was the MC for the main Whatcom READS! event, the Friends appreciation event, and was a featured speaker at the Friend's annual meeting
- ✓ Board committed to the sustainable funding study and determined to make it a priority to engage the public in a dialogue about funding
- ✓ Got access to the Capital Facilities Plan
- ✓ Trustee training: Rick attended WSL Trustee Training; Rick, Rachel and April attended a Non-profit Boards seminar
- ✓ Interviewed new trustee candidates and made a recommendation to the Mayor
- ✓ The Board was inspired by Bethany's north-side services presentation
- ✓ Planned a Sustainable Funding Retreat (cancelled due to weather)

2017 goals:

- Sustainable Funding Retreat – possibly in February
- Continue work on the level of service for materials (Rick and Beth)
- Orient and support the Interim Director
- Continue outreach efforts
- Board training – Rick will review the WSL training materials looking for items that can be incorporated into board meetings
- Negotiate a new Interlocal Agreement with WCLS; Rick suggested considering combining all WCLS interlocals
- Invite the Mayor to a board meeting and the Sustainable Funding Retreat
- Review the Meeting Room Policy and current fines and fees
- Learning Commons at WCC – track progress
- Continue with board cookies

**New Business:** nothing to add.

**Action items for next meeting:**

- Mayor Kelli Linville has been invited

**Meeting adjourned** at 5:13 p.m.

**Next Regular Library Board Meeting – January 18, 2017** 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

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 JANUARY 18, 2017, IN ACCORDANCE WITH RCW 27.12.210 AND 27.12.240.

	VENDOR	AMOUNT
<b>ADMINISTRATION</b>		
Communications/ITSD charges	City of Bellingham (Interfund)	1,972.00
Toner, surge protectors	Amazon.com	829.59
Banners	Applied Digital Imaging	169.57
M-team retreat	Avenue Bread	102.94
Storytelling	Doug Banner	100.00
Printing	Copy Source	1,366.30
Water @ Barkley Branch	Crystal Springs	25.17
Director candidates Meet & Greet	Haggen	205.44
Software vaccine license maintenance	Horizon DataSys Corporation	3,342.53
Graphics	iStock	299.00
Mileage reimbursement	Christy Karwoski	14.74
Name tags	Laserpoint Awards	22.01
Programming mileage reimbursement	Jennifer Lovchik	154.44
Security software maintenance	Ninite.com	20.00
Office supplies; toner	Office Depot	1,189.11
Book kit software	Plymouth Rocket	1,413.10
Website software	Rocket Genius	42.39
Barkley operating costs	Talbot Services LLC	533.33
Patron headphones	Today's Classroom	93.81
Blind repair	Walls & Windows	27.18
Website hosting	WP Engine	99.00
	<b>ADMINISTRATION Sub Total</b>	<b>\$12,021.65</b>
<b>PUBLIC SERVICE</b>		
Lost ILL	Addison Public Library	9.95
Program supplies	Amazon.com	7.34
File cabinet	Blackburn Office Equipment	235.55
Copier paper	Copy Source	182.49
Program supplies	Demco	37.45
Program supplies	Discount School Supplies	109.37
Program supplies	Fred Meyer	81.45
Program supplies	Jo-Ann Fabrics	26.05
Lost ILL	Johnson County Library	9.99
Library materials returned	Library Refunds	46.97
Room reservation cancellations	Library Refunds	50.00
Copier paper; program supplies	Office Depot	283.23
Copier costs	Ricoh USA	1,722.69
Microfiche lease	Technology Unlimited	339.14
ILL mailers	Uline	485.32
Debt collection	Unique Management Services	724.95
Orbis Cascade ILL service	WCLS	1,748.17
Patron notices (phone & mail)	WCLS	1,469.47
Children's Literature Conference (8 staff)	WWU	920.00
B & O taxes	WSDR	16.79
Software	Yoast	69.00
	<b>PUBLIC SERVICE Sub Total</b>	<b>\$8,575.37</b>

**OUTREACH**

Diesel fuel	Reisner Distributor	79.14
Van maintenance & repair	City of Bellingham (Interfund)	677.00
<b>OUTREACH SERVICES Sub Total</b>		<b>\$756.14</b>

**TECHNICAL SERVICES**

Book processing; logins	Baker & Taylor	5,985.45
CD & DVD processing	Midwest Tape	1,345.22
ILL & tech services	OCLC	2,097.96
<b>TECHNICAL SERVICES Sub Total</b>		<b>\$9,428.63</b>

**LIBRARY ACQUISITIONS**

Books, recorded books, CDs, DVDs	Amazon.com & other credit purchases	686.55
Books	Baker & Taylor	17,321.98
Periodicals, electronic databases	Ebsco Subscription Services	2,500.00
Books	Information Today Inc	439.72
DVDs, CDs, recorded books	Midwest Tape	8,616.53
Database, periodicals	Newsbank	9,595.68
eBooks, audiobooks	Overdrive Inc	11,839.81
Zinio, book on cds	Recorded Books Inc	10,073.72
Periodicals	Seattle Times	220.00
<b>LIBRARY ACQUISITIONS Sub Total</b>		<b>\$61,293.99</b>

**GIFT FUND**

Program supplies	Amazon.com	191.69
Books	Baker & Taylor	1,538.91
Website refresh design	Big Fresh Inc.	956.56
Teen programming	Cash N Carry	43.61
Books	Center Point Large Print	187.58
Teen programming	Fred Meyer	11.98
Books	Gale	293.01
Teen programming	McKay's Taphouse	33.40
Teen programming	Rudy's Pizzeria	20.00
Teen programming	Safeway	21.98
<b>GIFT FUND ACQUISITIONS Sub Total</b>		<b>\$3,298.72</b>

**TOTAL GENERAL FUND \$92,075.78**

**TOTAL CLAIMS \$95,374.50**

## 2016 DONATIONS TO LIBRARY GIFT FUND

Date	Donated By:	Amount	In Memory/Honor of:	Purpose:
1/3/2016	Sue Bleithen	\$100.00		Children's materials
1/8/2016	Helen & Richard Scholtz	\$1,200.00	In memory of Shirley Leonard	
1/22/2016	Janet Webb	\$50.00		
1/22/2016	Jean Wylie	\$150.00		
1/31/2016	January misc donations	\$12.80		
2/17/2016	David Beetham	\$20.00		
2/18/2016	Whatcom Community Foundation	\$14,260.11		Planning purposes
2/29/2016	February misc donations	\$25.96		
3/15/2016	Book Group 154	\$125.00		Book club kit
3/31/2016	March misc donations	\$11.65		
4/11/2016	Gale Stebbings	\$100.00		
4/15/2016	Humanities Washington	\$3,050.00		Prime Time program
4/30/2016	April misc donations	\$8.45		
5/31/2016	May misc donations	\$15.06		
6/1/2016	WECU	\$1,000.00		Reach out and Read
6/3/2016	Judy Boles	\$15.00		In memorium Laurie McClain
6/30/2016	June misc donations	\$6.66		
7/8/2016	Humanities Washington	\$300.00		Prime Time program
7/13/2016	Anonymous patron	\$15.00		Single copy book kit replacement
7/15/2016	Humanities Washington	\$875.00		Prime Time program
7/28/2016	Humanities Washington refund	-\$1,793.15		Unused funds for the Prime Time program
7/31/2016	July misc donations	\$1.22		
8/16/2016	April Barker	\$50.00		
8/31/2016	August misc donation	\$4.30		
9/13/2016	Birchwood Garden Club	\$400.00		Gardening books
9/30/2016	September misc donations	\$9.96		
10/3/2016	Willows Book Group	\$509.00		Book club kits
10/3/2016	Mary Lou Richardson	\$50.00		Early Learning Center/WCLS Foundation
10/3/2016	Laurie McClain estate	\$3,283.47		Materials
10/12/2016	Parivash Jamzadeh	\$250.00		
10/31/2016	WCF	\$8,975.00		Foundation database
10/27/2016	June Ginoza	\$100.00		
10/31/2016	October misc donations	\$31.24		
11/30/2016	November misc donations	\$10.60		
12/1/2016	Everett Aison	\$25.00		
12/9/2016	Pam Kiesner	\$200.00		In honor of library staff
12/31/2016	December misc donations	\$18.72		
<b>TOTAL 2016</b>		<b>\$33,466.05</b>		

# FRIENDS of BELLINGHAM PUBLIC LIBRARY DONATIONS - 2016

Date	Amount	Purpose:
1/22/2016	\$186.17	Skillshare materials (for 2015 purchases)
6/21/2016	\$800.87	Summer Reading t-shirts & supplies
7/8/2016	\$440.00	Summer Reading Herald Families ad
7/8/2016	\$20.00	Community Conversation On Resilience/Equity
9/2/2016	\$2,749.74	Summer Reading yard signs & prizes
9/2/2016	\$127.62	Hot Summer Chess
9/7/2016	\$8,167.50	Website refresh
10/4/2016	\$318.23	Summer Reading/SkillShare supplies
10/4/2016	\$300.00	Back in Circulation conference registration
10/4/2016	\$6,380.00	Website refresh
10/31/2016	\$6,600.00	Website refresh
12/20/2016	\$360.04	Program supplies
12/27/2016	\$1,860.07	Website refresh
12/27/2016	\$1,498.61	Children's collection support
12/29/2016	\$4,950.00	Adult collection support
12/29/2016	\$4,537.50	Website refresh
12/29/2016	\$229.33	Program supplies
<b>Total gift fund donations</b>		
	<b>\$39,525.68</b>	
Various	\$185.46	Hospitality Fund
Various	\$2,000.00	Four Staff Development grants for MLIS students
Various	\$1,292.55	Summer Reading packets; program support
4/4/2016	\$5,000.00	Whatcom READS!
9/29/2016	\$92.77	Parent Education series
Various	\$1,329.41	Teen programming
8/26/2016	\$391.19	Teen Summer Reading
9/18/2016	\$25.00	Adult Summer Reading
Various	\$129.15	SkillShare supplies
8/26/2016	\$5,000.00	Raise a Reader
2/13/2017	\$200.00	Whatcom READS! program
<b>Total direct-to-vendor donations</b>		
	<b>\$15,645.53</b>	
<b>Total Friends donations</b>		
	<b>\$55,171.21</b>	

**TOTAL COMBINED 2015 DONATIONS**

**\$88,618.54**

**INTERLOCAL AGREEMENT  
BELLINGHAM PUBLIC LIBRARY –  
WHATCOM COUNTY RURAL LIBRARY DISTRICT  
MUTUAL EXTENSION OF BORROWING PRIVILEGES AND SERVICES**

This Interlocal Agreement is entered into by the **BELLINGHAM PUBLIC LIBRARY** (the “City Library”) and the **WHATCOM COUNTY RURAL LIBRARY DISTRICT**, (the “County Library”) pursuant to Chapter 39.34 RCW to address the mutual extension of borrowing privileges and services.

- I. Purpose. The City Library and the County Library intend to provide unrestricted access to library services and circulation of materials for all residents of the service areas of both libraries. ~~However, since County residents use the City Library to a greater degree than the County Library is used by City residents, the County Library agrees to reimburse the City Library for the difference by making the payment set out herein.~~
- II. Term. This Interlocal Agreement will be in effect for the period of January 1, ~~2016~~2017, through December 31, ~~2016~~2017, both dates inclusive.
- III. Mutual Extension of Privileges. The City Library will extend all its usual borrowing privileges and access to reference and information services to the patrons of the County Library, and the County Library likewise will extend its usual borrowing privileges and access to reference and information services to patrons of the City Library. The privileges extended apply to all facilities of both libraries.
- IV. Reimbursement Generally. It is agreed that ~~the County Library shall reimburse the City Library \$156,393 total in 2016; payments to be made quarterly. This amount includes a 1.2% increase over the amount paid in 2015. both parties will review the premise of reimbursement as part of the Sustainable Future Study to be conducted in 2017.~~
- V. Collection of Fees or Fine Revenue. It is agreed that fees or fines are determined by the library location where items are checked out. It is further agreed that whichever entity (City or County) collects the fee or fine revenue, that entity retains the fee or fine revenue.
- VI. Status of Employees. County Library or City Library employees providing services to the other Library nonetheless 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. The notice will include a proposal for final settlement of financial arrangements under this Interlocal Agreement.
- VIII. Liaison. The County Library’s liaison for carrying out this Interlocal Agreement, and the person responsible for administering it will be its Executive Director. The City Library’s liaison person is its Library Director.

EXECUTED, this date, \_\_\_\_\_, ~~2015-2016~~ for the **WHATCOM COUNTY RURAL LIBRARY DISTRICT:**

\_\_\_\_\_  
Marvin Waschke, Chair, Board of Trustees

\_\_\_\_\_  
Christine Perkins, Executive Director

EXECUTED, this date, \_\_\_\_\_, ~~2015~~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