

**BELLINGHAM PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

**NOTICE OF MEETING
REGULAR MEETING
of TUESDAY, AUGUST 21, 2018**

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
Lecture 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 minutes.	3 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. • Communications and FYI • Minutes July 17, 2018: Regular board meeting • Library performance & activity measures July 2018 • Financial reports Claims: July 2018 YTD report: July 2018	4 min
5. Reports • Board Chair • Library Board members • City Council liaison • Friends of Bellingham Public Library • Library Director	15 min
6. ILS migration update • Jon McConnel, Head of Digital Services	5 min
Time check: 4:00	
7. Space planning update • RMC Architects • Facilities Committee & Library Director	40 min

- | | |
|---|-------------------------|
| 8. Budget update | 15 min |
| • Rebecca Judd, Director & Rick Osen, Board Chair | |
| | Time check: 4:55 |
| 9. New business | 5 min |
| • Strategic Planning | |
| 10. Action items for next meeting | 2 min |
| | Time check: 5:02 |
| 11. Adjourn | |

Next Regular Library Board Meeting: Tuesday, September 18, 2018 – 3:30 p.m.
Location: Lecture Room, 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.

Wonkblog Analysis

An awful lot of people use and love their public library, as an economics professor discovered this weekend

By [Christopher Ingraham](#)

Reporter

July 23

An economics professor sparked [widespread online outrage and ridicule](#) over the weekend after writing an op-ed piece for Forbes titled “Amazon Should Replace Local Libraries to Save Taxpayers Money.” As of this writing, the piece had been removed from Forbes' website.

In the piece, Panos Mourdoukoutas of Long Island University argues that recent changes in the worlds of technology and commerce have rendered libraries mostly obsolete. The ubiquity of “[third places](#)” such as neighborhood coffee shops, for instance, has diminished libraries' use as a community gathering space, Mourdoukoutas says. Streaming services have eliminated the need for library-based TV and movie rentals, and e-books have “turned physical books into collector’s items, effectively eliminating the need for library borrowing services.”

Since public libraries are financed with public dollars, Mourdoukoutas argues that replacing them with brick-and-mortar Amazon bookstores would save taxpayers money. (The founder and chief executive of Amazon.com, Jeffrey P. Bezos, owns The Washington Post).

Mourdoukoutas’s piece is notable less for the arguments it contains than for sparking a backlash that was loud and fierce, two traits not typically associated with libraries or their patrons. Much of it is unsuitable for publication in a family newspaper.

It’s worth considering why so many people reacted to Mourdoukoutas’s op-ed the way they did. Fortunately, [data from the federal Institute of Museum and Library Services \(IMLS\)](#) offers some clues.

As it turns out, lots and lots of people use their local libraries. In 2016, the most recent year for which data is available, “more than 171 million registered users, representing over half of the nearly 311 million Americans who lived within a public library service area, visited public libraries over 1.35 billion times,” the IMLS reports. For the typical library, that works out to about 4.4 visits for every single man, woman and child living in the region served by the library.

Over the long term, library visitation is up, although it has trended down in recent years. In 1995, for instance, there were only 3.9 library visits per capita in the United States. That figure peaked at 5.4 in 2009 and has declined moderately since then.

The IMLS recommends interpreting year-over-year changes with caution. It [noted in a report last year](#) that it doesn't track virtual visits to libraries, when patrons visit their local library website to, say, download an e-book to their reader. Those virtual visits may account for some of the decline in library traffic since 2009.

The IMLS notes that in 2016 about 171 million people — more than half the total U.S. population — were registered library users with a library card. It's little wonder that a suggestion to render those cards worthless would inspire raucous backlash.

Beyond that, Amazon is working in tandem with local libraries in at least one realm. [The retailer notes](#) that “more than 11,000 libraries in the United States offer Public Library Books for Kindle.”

This isn't particularly surprising. Libraries have coexisted peacefully with brick-and-mortar bookstores, big and small, for decades. There's no obvious reason a physical Amazon bookstore would change that relationship.

**Christopher Ingraham**

Christopher Ingraham writes about all things data. He previously worked at the Brookings Institution and the Pew Research Center. [Follow](#)

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Dow 25,558.73

Today 1.58%

S&P 2,840.69

Today 0.79%

NASDAQ 7,806.52

Today 0.42%

BellinghamPublicLibrary



Regular Meeting of the Library Board of Trustees Tuesday, July 17, 2018 – Central Library Lecture Room 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:	Rick Osen, Rebecca Craven and Jim McCabe
Library Staff:	Rebecca Judd, Beth Farley, Bethany Hoglund, Janice Keller, Jon McConnel, Jennifer Vander Ploeg and Wendy Jenkins
Others Present:	Faye Hill, Friends of BPL; Norman Grossman, member of the public

Call to order and introductions: Rick welcomed Rebecca Judd as our new Library Director. Regular session was called to order at 3:30 p.m. by Chair, Rick Osen.

Approve/modify agenda: Rebecca Craven moved to approve the agenda. Jim McCabe seconded. Motion carried.

Public comment: Norman has noticed people abusing the disabled parking spaces at the library. He has corresponded with the Police Department and suggested a solution could be mounting a security camera that our Security Attendants could monitor when feasible. He is willing to contribute \$100 towards the installation of a camera. He also suggested posting a warning sign at the entrance. Rick thanked Norman for his suggestions.

Consent agenda: Jim questioned the Gift Fund teen programming expense from McKay's Taphouse. Wendy clarified that this is for pizza served at teen programs – McKay's gives us a very good price. Jon noticed, after the packet was printed, that the RBDigital statistic was missing from the Library performance & activity measures. Wendy added the number and printed the updated measures to distribute. (See Attachment #1 for updated Performance & Activity Measures, 2018. All attachments located at end of minutes.) Rebecca Craven moved to approve the June 19, 2018 Regular meeting minutes and the June 2018 performance and activity measures and financial reports. Jim McCabe seconded. Motion carried.

Board Chair report:

- Rick recognized, commended and thanked Bethany for the great job she has done as the Acting Director the last 2 months. He also thanked the Management group for stepping in to help.

- Rick and Rebecca Craven, as the board Personnel Committee, are meeting on Monday with Rebecca Judd and Human Resources representatives to get an overview on labor issues that affect the library.
- Tomorrow is the budget meeting with the Mayor, Brian Heinrich, Brian Henshaw and Forrest Longman. Rick, Rebecca J. and Bethany will attend. This will be the opening conversation about the budget.
- Rick thanked everyone who helped arrange the library's participation in the Pride Parade. It attracted a big crowd.

Board member reports:

- Jim reported that there was an item in the Cordata Neighborhood Association's newsletter continuing the campaign for a larger library presence on the north side. He invited Rebecca J. to one of the Association's meetings.

City Council liaison report: Rick will be introducing Rebecca J. to City Council at the Committee of the Whole meeting on Monday.

Friends of BPL report: The Friends do not hold board meetings during the summer months, but they are busy at work in the back room preparing for the next sale. Faye has been training to work in the back room. She reported that after 9 weeks, she has graduated! Faye also welcomed Rebecca, on behalf of the Friends.

Acting Director report:

- The plants have been removed from the fountain in Lee Memorial Park (back lawn) in anticipation of the fountain's removal. The project is currently out for bid with an anticipated start date of July 30. It is scheduled as a 20 day job, weather permitting. This project will involve heavy equipment, which, while being a noise disruption for library users, will be exciting for preschoolers and other big machine enthusiasts. The fountain will be taken out and paved flat.
- Bethany met with Leslie Bryson, Parks Director, last week and Lesley reported they are very close to having a plan for the ADA pathway from street level through Lee Memorial Park, to the library. The plan is still conceptual, but Bethany provided her approval. Final stages of approval are needed but the project design and plan are nearly complete.
- Bethany has received a number of communications from concerned patrons regarding the library plaza. The bike racks are often blocked by shopping carts, people and their belongings, making it difficult for bike commuters to lock up and feel safe entering the library. Additionally, camping overnight continues to be an issue as patrons cite clocked book drops and safety concerns. We've begun to "reclaim the plaza" which includes ensuring the bike racks are free for their intended use, increasing the intentional trips to the plaza by Security Attendants, and posting a Rules of Conduct sign. We are coordinating with Police to ensure the wording on outdoor Rules of Conduct signs are useful to responding officers. Bethany has contacted Parks, requesting garbage clean-up of the brush on the east side of the building and also heavy brush thinning. While it is important to ensure we are a place for all, it is also important that our building and grounds remain clean, welcoming, safe, and do not prohibit user groups from using the library as it is intended.

- At the May meeting, the Board voted to delete the remaining hold expire fees and children/teen overdue fines on accounts. Jon wrote the scripts and successfully ran them last week. There were 10,199 impacted accounts with BPL barcodes, with 385 of those regaining borrowing privileges.
- The 50th Annual Children's Craft Fair is Friday, July 27 from 11:00 a.m. to 1:00 p.m. Registration is now full with 80 booths. Each booth will showcase crafts and baked goods handmade by children ages 13 and under. All items are priced \$4 and under. Please stop by and support these young, local crafters!
- Bethany extended her thanks to the Board for putting their faith in her as Acting Director. She said it was an enjoyable experience and she learned a lot. She is particularly thankful for the support of Rick and library staff.

Space planning update: Rick reported that we have a signed contract and RMC Architects has officially started work. There have been two meetings – a comprehensive tour by 2 of the project architects and, a week later, a meeting to go over the insights gathered on the tour. Eric Johnston, Public Works Assistance Director, is included in these meeting to maintain communication with the city. The next meeting is scheduled for August 2. Rick anticipates that RMC will provide an updating presentation at the August board meeting.

Jim added that he expects RMC will provide some good suggestions on making the best use of current space, while keeping in mind eventually we would like additional space.

Circulation statistics: Jon provided some perspective on the increase in circulation statistics. We knew that Courtesy Renewal (auto-renewal), implemented on May 1, 2017, would increase circulation numbers. Jon looked at what part of the increase is due to auto-renewal and what part is due to 1st time check-outs. He found that 1st time checkouts for 2018 are actually down by 0.6%, that the steady total increase is due to auto-renewals. Starting May 2018, when we compare our monthly stats with the year before we are now comparing auto-renewal numbers with auto-renewal numbers (rather than comparing to months that did not include auto-renewal. Because of this, Jon anticipates that the monthly overall increase will shrink, probably to about 5% by year end. Knowing this, we can focus on what we really want to increase – 1st time renewals.

Rebecca C. asked if we will be taking this deeper dive into the other statistics. Janice acknowledged that this is on the work plan, including getting feedback from the Board on what information they are interested in as well as what statistics the State requires.

ILS update: Both Polaris and Carl X provided 2-day, onsite demonstrations for staff. The Committee then met, reflected on staff responses and scored the demos. Polaris is the system that scored the highest. We are now in contract negotiations with them. They are hoping to finalize the contract by the beginning of August so that we can begin the actual migration. The goal is to migrate in the middle of January.

Agreement between Bellingham Public Library and Whatcom County Library System for the Operation and Maintenance of an Integrated Library System: The draft included in the packet is based on the current MOU we have with WCLS for SirsiDynix. Rebecca C. noted that this is listed as an action item, but there are many blanks and no dollar amounts. She also pointed out one typograph: on page 3, sub-paragraph 5b, it should read "or any year"

rather than "of any year." Bethany explained that the blanks are due to the fact we do not have Exhibit A yet and we are still in negotiations. We anticipate that this would be signed at the same time as the contract. This request would authorize the Director and Board Chair to finalize and sign the MOU when it is ready. Jon noted that the 2015 MOU was extensively rewritten; this version follows the 2015 version closely, using the same formulas. Jim McCabe moved that the Board authorize the Director and Board Chair to finalize and execute the Agreement between BPL and WCLS for the Operation and Maintenance of an Integrated Library System. Rebecca Craven seconded. Motion carried.

\$35,000 donation: Bethany reported that last week a donation was received from the Estate of Christina White. It is a sizable enough donation that we wanted to give the Board the opportunity to provide guidance. Ideas for using the donation include materials (the non-fiction budget has been impacted significantly by political book requests), facilities planning and strategic planning. It was noted that it does not all need to be spent on one item. It was decided that the check be deposited into the Gift Fund as undesignated, and to give some thought to the best use of this generous donation.

New Business:

- Strategic planning: Rick would like this to be put on an agenda in the near future.
- Board By-Laws: Rick volunteered the Personnel Committee to begin looking at updating the By-Laws to correct some conflicting messages and make sure we have the proper documents included in the board packet.
- Joint BPL-WCLS board event: this could be part of our strategic planning, as WCLS did involve the BPL board in their strategic planning.

Action items for next meeting:

- Contract updates
- RMC Architects presentation
- Budget updates/decisions
- Rebecca Craven requested that the ILS agreement and contract be posted on our website – Jon noted it will be assessable on the City website; Janice acknowledged we will link it to our website.

Meeting adjourned at 4:21 p.m.

Next Regular Library Board Meeting – August 21, 2018 at the Central Library, 210 Central Avenue, Library Lecture Room – at 3:30 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees

Attachments:

- Attachment #1: updated Performance & Activity Measures, 2018

Bellingham Public Library Performance & Activity Measures, 2018

	June-18	June-17	Year to Date 2018	2017	% of change YTD
Holdings - Number of materials in the library's collection					
Physical copies added to the collection	1,535	1,687	12,411	10,901	13.85%
Electronic copies added to the collection	1,145	1,344	6,370	6,216	2.48%
Physical copies withdrawn from collection	(186)	(16,514)	(16,760)	(18,264)	-8.23%
Total physical holdings			175,999	185,392	-5.07%
Total electronic holdings			77,535	65,536	18.31%
Total Holdings (Physical and Electronic)			253,534	250,928	1.04%
Circulation - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
Central Library					
Adult	56,987	56,216	351,876	334,410	5.22%
Youth	45,418	43,568	253,983	226,022	12.37%
Sub-Total Central	102,405	99,784	605,859	560,432	8.11%
Fairhaven Branch					
Adult	7,509	6,842	45,838	40,425	13.39%
Youth	2,866	2,955	14,736	14,025	5.07%
Sub-Total Fairhaven	10,375	9,797	60,574	54,450	11.25%
Barkley Branch					
Adult	5,749	5,238	34,069	29,767	14.45%
Youth	4,041	3,442	20,306	17,934	13.23%
Sub-Total Barkley	9,790	8,680	54,375	47,701	13.99%
Bellingham Technical College					
Adult	59	84	413	622	-33.60%
Youth	5	24	81	100	-19.00%
Sub-Total BTC	64	108	494	722	-31.58%
Whatcom Community College					
Adult	285	317	2,093	1,945	7.61%
Youth	49	106	467	643	-27.37%
Sub-Total WCC	334	423	2,560	2,588	-1.08%
Western Washington University					
Adult	400	359	2,801	2,950	-5.05%
Youth	231	136	1,449	1,015	42.76%
Sub-Total WWU	631	495	4,250	3,965	7.19%
Online Services					
NW Anytime Library Overdrive	18,097	13,986	101,569	79,860	27.18%
RBdigital	1,332	1,326	8,335	8,956	-6.93%
Sub-Total Online	19,429	15,312	109,904	88,816	23.74%
Total Circulation	143,028	134,599	838,016	758,674	10.46%
Holds Activity					
Holds Resolved - BPL staff filling holds for pickup at BPL & WCLS Systems	51,566	50,935	320,106	298,964	7.07%
Holds Filled - holds checked out at BPL, FH, Barkley and Connections	33,642	33,011	205,731	191,646	7.35%
Services					
Persons Visiting - Number of persons counted as they enter the libraries or visit remote website					
Central Library					
Adult	41,434	42,660	246,241	254,985	-3.43%
Youth	13,350	13,152	69,242	73,644	-5.98%
Fairhaven Branch	7,794	7,500	43,669	43,174	1.15%
Barkley Branch	4,683	4,683	25,424	24,747	2.74%
Total Persons Visiting	67,261	67,995	384,576	396,550	-3.02%
Website Visits	41,659	36,473	251,594	239,773	4.93%
This count reflects number of visits to www.bellinghampubliclibrary.org					
Bibliocommons Visits	12,486	13,222	73,780	66,540	10.88%
This count reflects number of visits to Bibliocommons					
Total Website Visits	54,145	49,695	325,374	306,313	6.22%
Computer Usage - Number of sessions					
Central Library					
Adult & Teen (30 terminals)	5,056	5,566	31,703	33,930	-6.56%
Childrens (3 terminals)	196	183	990	1,081	-8.42%
Fairhaven Branch (6 terminals)	596	606	3,473	3,878	-10.44%
Barkley Branch (4 terminals)	281	319	1,628	1,828	-10.94%
Total Computer Usage	6,129	6,674	37,794	40,717	-7.18%
New Borrowers Registered					
Central Library	494	590	2,735	2,767	-1.16%
Fairhaven Branch	56	55	235	283	-16.96%
Barkley Branch	66	48	223	219	1.83%
Total New Borrowers Registered	616	693	3,193	3,269	-2.32%
Programs - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	93	107	668	735	-9.12%
Attendees	2,976	2,262	18,515	17,906	3.40%
Volunteer Hours	375	416	3,559	3,059	16.36%

Performance & Activity Measures, 2018

	July-18	July-17	Year to Date		% of change
			2017	2016	YTD
Holdings - Number of materials in the library's collection					
Physical copies added to collection	1,585	1,343	13,996	12,244	14.31%
Electronic copies added to the collection	1,427	837	7,797	7,053	10.55%
Physical copies withdrawn from collection	(4,417)	(186)	(21,177)	(18,450)	14.78%
Total physical holdings			173,167	186,549	-7.17%
Total electronic holdings			78,962	66,373	18.97%
Total Holdings (Physical and Electronic)			252,129	252,922	-0.31%
Circulation - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
Central Library					
Adult	56,759	56,704	408,635	391,114	4.48%
Youth	46,457	46,031	300,440	272,053	10.43%
Sub-Total Central	103,216	102,735	709,075	663,167	6.92%
Fairhaven Branch					
Adult	7,378	6,476	53,216	46,901	13.46%
Youth	2,469	2,400	17,205	16,425	4.75%
Sub-Total Fairhaven	9,847	8,876	70,421	63,326	11.20%
Barkley Branch					
Adult	5,838	5,504	39,907	35,271	13.14%
Youth	3,729	3,735	24,035	21,669	10.92%
Sub-Total Barkley	9,567	9,239	63,942	56,940	12.30%
Bellingham Technical College					
Adult	61	52	474	674	-29.67%
Youth	6	13	87	113	-23.01%
Sub-Total BTC	67	65	561	787	-28.72%
Whatcom Community College					
Adult	290	273	2,383	2,218	7.44%
Youth	68	95	535	738	-27.51%
Sub-Total WCC	358	368	2,918	2,956	-1.29%
Western Washington University					
Adult	421	343	3,222	3,293	-2.16%
Youth	227	125	1,676	1,140	47.02%
Sub-Total WWU	648	468	4,898	4,433	10.49%
Online Services					
NW Anytime Library Overdrive	19,042	14,600	120,611	94,460	27.68%
RBdigital	1,066	1,166	9,401	10,122	-7.12%
Sub-Total Online	20,108	15,766	130,012	104,582	24.32%
Total Circulation	143,811	137,517	981,827	896,191	9.56%
Holds Activity					
Holds Resolved - BPL staff filling holds for pickup at BPL & WCLS Systems	50,397	48,315	370,503	347,279	6.69%
Holds Filled - holds checked out at BPL, FH, Barkley and Connections	32,317	31,029	238,048	222,675	6.90%
Services					
Persons Visiting - Number of persons counted as they enter the libraries or visit remote website					
Central Library					
Adult	41,633	44,360	287,874	299,345	-3.83%
Children's	14,208	14,836	83,450	88,480	-5.68%
Fairhaven Branch	7,217	6,936	50,886	50,110	1.55%
Barkley Branch	4,561	4,561	29,985	29,308	2.31%
Total Persons Visiting	67,619	70,693	452,195	467,243	-3.22%
Website Visits	41,405	38,375	292,999	278,148	5.34%
This count reflects number of visits to www.bellinghampubliclibrary.org					
Bibliocommons Visits	11,890	12,027	85,670	78,567	9.04%
This count reflects number of visits to Bibliocommons					
Total Website Visits	53,295	50,402	378,669	356,715	6.15%
Computer Usage - Number of sessions					
Central Library					
Adult & Teen (30 terminals)	4,969	5,201	36,672	39,131	-6.28%
Children's (3 terminals)	258	238	1,248	1,319	-5.38%
Fairhaven Branch (6 terminals)	587	621	4,060	4,499	-9.76%
Barkley Branch (4 terminals)	283	332	1,911	2,160	-11.53%
Total Computer Usage	6,097	6,392	43,891	47,109	-6.83%
New Borrowers Registered					
Central Library	478	412	3,213	3,179	1.07%
Fairhaven Branch	61	34	296	317	-6.62%
Barkley Branch	44	50	267	269	-0.74%
Total New Borrowers Registered	583	496	3,776	3,765	0.29%
Programs - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	102	112	770	847	-9.09%
Attendees	3,079	3,460	21,594	21,366	1.07%
Volunteer Hours	461	488	4020.35	3547	13.35%

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 AUGUST 21, 2018, IN
 ACCORDANCE WITH RCW 27.12.210 AND 27.12.240.

	VENDOR	AMOUNT
ADMINISTRATION		
Library cards	Able Card LLC	953.46
Key copies	Accurate Lock & Security	27.61
Supplies; tools	Amazon.com	714.74
Signs	Applied Digital Imaging	243.97
Nameplate	Bay Engraving	21.74
Lost Interlibrary Loan item	Bloomington Public Library	12.00
Cable management	Cabletiesandmore.com	101.86
Advertisement	Cascadia Newspaper	250.00
Printing; copier paper	Copy Source	425.48
Water @ Barkley Branch	Crystal Springs	55.86
Bookmarks	Demco	40.13
Lecture room microphone repair	Dimensional Communications	267.77
Sign hardware	Displays2Go	94.32
Copier leases (May & June)	Great America Financial Services	1,395.19
Small tools/pouch	Home Depot	92.05
Name tags	Laserpoint Awards	20.65
Card files	Library Store	110.34
Security software maintenance	Ninite.com	21.74
Copies & printer for Fairhaven	Oasys Inc.	844.60
Office supplies; copier paper; toner	Office Depot	960.55
Metrics subscription	PLAmetrics	200.00
Truck fuel	Reisner Distributor	198.90
Barcodes	SirsiDynix	2,765.87
Barkley operating costs	Talbot Services LLC	533.33
Microfiche machine lease	Technology Unlimited	339.14
ILS vendor demos	Trader Joe's	58.35
Debt collection service	Unique Management Services	286.40
Interlibrary Loan postage	USPS	12.68
Orbis Cascade	WCLS	1,664.66
Director interviews	Whole Foods	38.29
B & O taxes	WSDR	13.25
ADMINISTRATION Sub Total		\$12,764.93
PUBLIC SERVICE		
Library materials returned	Library Refunds	80.95
PUBLIC SERVICE Sub Total		\$80.95
TECHNICAL SERVICES		
Book processing	Baker & Taylor	4,563.93
CD & DVD processing	Midwest Tape	979.82
ILL & tech services	OCLC	2,187.22
TECHNICAL SERVICES Sub Total		\$7,730.97

BELLINGHAM PUBLIC LIBRARY
Board of Library Trustees

JULY 2018 CLAIMS

LIBRARY ACQUISITIONS

Books, recorded books, CDs, DVDs
Books
DVDs, CDs, recorded books
eBooks, audiobooks
Databases
Books

Amazon.com & other credit purchases	668.30
Baker & Taylor	13,514.52
Midwest Tape	7,297.53
Overdrive Inc	4,879.91
Proquest	1,563.97
Village Books	9.78

LIBRARY ACQUISITIONS Sub Total	\$27,934.01
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GIFT FUND

Summer Reading prize books
Books
Books
Teen programming
Books
Teen programming
Space planning project
Teen programming

Amazon.com	407.59
Baker & Taylor	2,405.97
Center Point Large Print	291.80
Fred Meyer	54.31
Gale	198.64
McKay's Taphouse	22.83
RMC Architects	631.99
Rudy's Pizzeria	20.00

GIFT FUND ACQUISITIONS Sub Total	\$4,033.13
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TOTAL GENERAL FUND \$48,510.86

TOTAL CLAIMS \$52,543.99

GL787

WKD - MONTHLY REPORT - GF

Report Format 712

Acc.Period 7 ending July 31, 2018

Transaction status 1
Rounding to Whole Dollars

		YTD Actual	Adopted Budget	Revised Budget	Variance From Revised	%% Complete
Dpt 0190	LIBRARY					
Grp 191	LIBRARY ADMINISTRATION					
ExO 010	SALARIES & WAGES	133,367	261,808	253,365	119,998	52.6
ExO 020	PERSONNEL BENEFITS	59,043	118,000	120,962	61,919	48.8
ExO 030	SUPPLIES	41,540	79,784	93,914	52,374	44.2
ExO 040	SERVICES	216,840	345,667	354,285	137,446	61.2
ExO 050	INTERGOVT SERVICES PAYMENTS	3,191	6,500	6,006	2,815	53.1
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Grp 191	LIBRARY ADMINISTRATION	453,980	811,758	828,532	374,552	54.8
Grp 193	LIBRARY SERVICES					
ExO 010	SALARIES & WAGES	1,155,948	1,969,453	2,003,603	847,655	57.7
ExO 020	PERSONNEL BENEFITS	510,545	900,588	922,961	412,416	55.3
ExO 030	SUPPLIES	278,575	406,465	451,590	173,015	61.7
ExO 040	SERVICES	13,130	30,205	32,885	19,755	39.9
		-----	-----	-----	-----	-----
Grp 193	LIBRARY SERVICES	1,958,198	3,306,711	3,411,039	1,452,841	57.4
Grp 195	LIBRARY FACILITIES					
ExO 040	SERVICES	273,851	469,212	468,041	194,189	58.5
		-----	-----	-----	-----	-----
Report Final Totals		2,686,030	4,587,681	4,707,612	2,021,582	57.1
		=====	=====	=====	=====	=====

Bellingham Public Library

Rebecca Judd, Director



Our People

I can't say enough how much I have enjoyed the one-on-one conversations I have had with BPL staff this past month. We've talked about what is going well, what could be improved, communication channels, and, generally, how each person's work fits into the greater mission of the Library. This is truly an impressive and talented group. I look forward to learning more over the next several months as these conversations continue.

The Library is in the process of hiring a new adjunct librarian. Candidates are being interviewed this week with a start date goal of mid-September. At the end of August, the Library will be posting for new page staff. Jen VanderPloeg, Head of Public Services, hopes to have these positions filled in October.

Public Services librarian Suzanne Carlson-Prandini collaborated with librarians from Seattle Public Library and Spokane Public Library to present a webinar titled "Upholding Core Library Values: Serving Patrons Who Are Houseless."

On August 17, we celebrated Page Appreciation Day with food, a new Keurig machine, and most importantly, acknowledgement of the essential work the pages do each day to keep our materials accessible.

Our Services

New public computers are being installed throughout the Library. To date, 37 of 61 machines have been upgraded allowing patrons faster connection speeds, larger screens, and faster reboots between sessions. Behind the scenes (or more accurately, under the desks) the wire management system has been improved to both protect the cables and improve the appearance of the computer stations. Kudos to ITSD staff Doug Dickinson and Paul Lesson for their hard work on this project.

The Children's Department hosted the 50th annual Craft Fair this past month with over 80 booths on the Library lawn. The number and range of homemade items for sale was impressive and drew families from across the City.

New patron registration: In the past, library patrons were given a Bellingham card if they applied for library service at BPL and similarly, a Whatcom card if registration took place at a WCLS location. Beginning September 4, this process will change. New cards will now be issued based on **residence** to allow better tracking of Bellingham Public and Whatcom County library use.

Our Spaces

Facilities have been top of mind for me this past month. The architectural firm RMC met with the Management team, Public Works, and the Board's facility committee on August 2 to continue the discussion of the 2019/2020 budget proposal to the city. As a reminder, we submitted four capital requests:

Bellingham Public Library

Rebecca Judd, Director



- Automated materials sorter
- Building improvements to accommodate the materials sorter
- Library staff workspace improvements
- Library public space improvements

In addition, Public Works has a number of Library maintenance projects in the budget approval process for 2019/2020. If funded, coordinated planning and execution of these Library/Public Works improvements will be a key measure of success.

Progress continues on the ADA walkway and fountain removal project. The bid has been awarded to Henifin Construction and work is scheduled to begin this Fall. The Parks Department has set up a public information webpage on the city website. I have included a copy in this packet.

Our Community

I have enjoyed exploring Bellingham this past month, meeting colleagues in partner organizations, and learning about the many ways the Library builds and nurtures community. Highlights include visits to Project Homeless Connect, the Whatcom Literacy Council, and the Cordata Neighborhood Association, tours of Bellingham Technical College and the Northwest Indian College, and meetings with Bellingham library directors and WCLS leaders. Thank you to Communications and Programming manager Janice Keller for setting up many of these introductions.



Another highlight from the month happened right here at the Library. We had a visitor from Bellingham, Massachusetts youth services librarian Steve Fowler this past month: Steve, Bethany, and the Youth Services team swapped stories of patrons coming to the library for programs happening on the other side of the country.

In the News

A recent piece in Forbes "Amazon Should Replace Local Libraries to Save Taxpayers Money" sparked a national conversation about the value of public libraries and their place in American democracy. While the original article is no longer available, I've included in this packet a response from the *Washington Post*.



Lee Memorial Park ADA Pathway and Fountain Removal

Description

The purpose of the project is to design, permit and construct an accessible pathway from the existing public sidewalk along the street right-of-way to the lower library entrance as well as demolition and removal of the existing fountain.

The work site is known as "Lee Memorial Park" and is operated and maintained by the City of Bellingham Parks and Recreation Department.

The fountain, located on the north side of the Central Library, was originally constructed circa 1951 through a donation from Peter P. Lee. Originally, the fountain was to be placed along Whatcom Creek, downstream of City Hall, but was instead installed at the new library which opened in 1951.

The fountain and its components are deteriorated beyond repair and have been inoperable for several years. The fountain will be removed and the concrete walkway will be restored to match the surrounding walkway elevation.

A new accessible pathway will be constructed to connect the upper sidewalk area to the lower library entrance. The 6 foot wide concrete pathway will run from the sidewalk at the northwest corner of the park, at the intersection of Grand Avenue and Lottie Street and connect near the existing stairway.

Funding

Park Impact Fees

Status

Design and bidding will occur in July and August, with construction this fall.

Reference

- Site Plan (PDF)

Affected Neighborhoods

- City Center

Participating Departments

- Parks and Recreation
- Public Works

contacts

Nicole Oliver

NEW 6 FT WIDE CONCRETE SIDEWALK. 1.5% CROSS SLOPE, 5% MAX RUNNING SLOPE.
FIELD=FIT=ALIGNMENT=TO=BE=STAKED=IN=THE=FIELD=FOR=APPROVAL
RADIUS ALL TRANSITIONS 6 TO 10 FEET RADIUS
(BASE BID)

STABILIZED
CONSTRUCTION
ENTRANCE
(BASE BID)

PROPOSED
CONTOUR, TYP
(BASE BID)

EXISTING
CONTOUR,
TYP

REMOVE EXISTING
TREES AND SHRUBS
WITHIN CLEARING
LIMITS
RESTORE WITH 6"
DEPTH MULCH
(BASE BID)

NEW 6" PVC
UNDER
SIDEWALK, TWO
LOCATIONS. CAP
ENDS, TYP
(BASE BID)

6 FT MIN RADIUS, TYP

EXISTING UNDERGROUND DRAIN FIELD
SAVE AND PROTECT

SCULPTURE
DO NOT
DISTURB

CLEARING LIMITS
STRAW WATTLE
(BASE BID)

RELOCATE EXISTING
IRRIGATION LINE TO
EAST SIDE OF PATHWAY
FORCE-ACCOUNT
(NOT SHOWN FOR
CLARITY)

CATCH BASIN
INSERT
(BASE BID)

(BASE BID) FOUNTAIN DEMOLITION & REMOVAL CAP
EXISTING UTILITIES SAWCUT ALONG PERIMETER, PROTECT
EXISTING CONCRETE AND PRESERVE EXISTING FOUNTAIN
OUTLINE IN PAVEMENT. PREP & INSTALL NEW CONCRETE
SIDEWALK PAVEMENT. ALIGN JOINTS TO MATCH EXISTING

CATCH BASIN
RIM=53.27
E.INV=49.77-8" CONC
S.INV=49.77-4" CONC
W.INV=9
WATER LEVEL=49.27
SUMP=46.93

DEMOLISH AND REMOVE EXISTING PUMP HOUSE (BASE BID)
RELOCATE IRRIGATION BOX AND ELECTRICAL PANEL (FORCE ACCOUNT)
BACK FILL WITH CSBC (BASE BID UNIT PRICE)

NOTE: PROTECT ALL EXISTING
UTILITIES, IRRIGATION, AND SITE
FEATURES. CONSTRUCT 14"
MULCH OVER GEOTEXTILE FOR
CONSTRUCTION ACCESS.
RESTORE AREAS TO PRIOR
EXISTING CONDITIONS (BASE BID)

GRAPHIC SCALE



(IN FEET)



SITE PLAN
BELLINGHAM PARKS & RECREATION
LEE MEMORIAL PARK: SITE DEMOLITION &
ADA IMPROVEMENTS
JULY 23, 2018

LIBRARY LAWN

STORM INLET
RIM=52.92
S.INV=51.33-4" CONC
SUMP=50.82

CONCRETE PAD
WITH SCULPTURE

CONCRETE

BENCH

FOUNTAIN

LIBRARY

GRAND AVENUE