



**Regular Meeting of the Library Board of Trustees
Tuesday, February 16, 2021 – Zoom meeting
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, Jim McCabe, Rebecca Craven, Vernon (Damani) Johnson and Kristy Van Ness

Library Staff: Rebecca Judd, Annette Bagley, Bethany Hoglund, Jon McConnel, Jennifer Vander Ploeg, Katie Bray and Wendy Jenkins

Others Present: Hollie Huthman, City Council Liaison; Faye Hill, Friends of BPL

Call to order and introductions: Regular session was called to order at 3:30 p.m. by Chair, Rick Osen.

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

Public comment: Referring to the Director's Report, Rick commented that it was nice to see so many positive comments from the public.

Consent agenda: Rebecca pointed out that curbside pickup numbers were added as a new category to the performance and activity measure. Jim observed that though we are still in deep negative performance measures because of the pandemic, soon we will see positive numbers as we compare to the previous year. Rebecca Craven moved to approve the January 19, 2021 Regular meeting minutes and the January 2021 performance and activity measures and financial reports. Damani Johnson seconded. Motion carried.

Board Chair report: Rick invited Katie to provide information and instructions about Zoom links. Katie shared her screen and showed how regular board attendees can create calendar entries for the board meeting from the email invites they receive.

Rick provided an update on the planned National Archives property sale in Seattle: a U.S. District Court Judge has granted a preliminary injunction on the sale. If the property is sold, over a million boxes of largely unscanned, original documents would be moved to Kansas

City, Missouri and Riverside, California. The documents include the histories of 272 tribes in Washington, Alaska, Oregon, and Idaho.

Board member reports: Rebecca Craven mentioned that the Mars landing of the rover, Perseverance, can be watched online on Thursday at 11:15 a.m. Jim added that Western's Friday, February 12 webinar, *Setting Our Sights on Mars*, was well-done. Dr. Melissa Rice, a WWU professor and Mars Rover team member, hosted the webinar which Dr. Scott Linneman moderated.

City Council liaison report: Hollie provided information on the City's warming shelter: Depot Market Square was transformed into a warming shelter for overnight guests during the severe cold spell. The shelter was open from February 9 until noon on February 16 thanks to the tireless efforts of the Parks Department.

Friends of BPL report: Faye reported the Friends are busy preparing for the Saturday, April 24 Annual Meeting, which will be a virtual event starting at 1:00 p.m. – she invited everyone to attend. The Friends are also considering changes to their by-laws in conjunction with starting a strategic planning process. They are starting with a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis.

Library Director report: Rebecca offered thanks to staff involved in the effort associated with the snow-closure on Saturday and preparation for reopening on Tuesday. This involved moving all of Saturdays scheduled curbside pickup bags (approximately 350) to fiction stacks upstairs for Tuesday and Wednesday pickups.

Annette shared a panoramic video she took of the holds shelving in the Children's department following the extended closure at the end of January – literally every shelf, cart, and flat space was covered with hold items. There were over 25,000 items processed before reopening curbside to the public.

Annette announced that this is prime time for Whatcom READS 2021 events, featuring *Washington Black* by Esi Edugyan. A list of events and links to register can be found on the [Whatcom READS website](#). Also found on the website is a wonderful, locally produced video trailer.

COVID-19 Library services update: Rebecca reported that Whatcom County moved into Phase 2, but this does not involve a change for libraries – they had previously been approved for 25% limited capacity in Phase 1. With the remodel ongoing, we will hold steady with the current level of service. Discussions are underway for post-remodel services.

Facilities update: Jen reported we are in the homestretch for the remodel; the project should be completed near the end of February. The public elevator upgrade is underway; this 7-week project is anticipated to be completed near the end of March. Jen screen-shared photos showing recent progress on the remodel. *(See Attachment #1 for Highlights from the Main floor remodel. All Attachments are located at the end of the minutes.)*

Whatcom Community Foundation and fundraising: Rick announced that Whatcom Community Foundation (WCF) approved a 6% distribution factor which will be applied to the

Bragg-Muldraw Endowment disbursement. The other endowed funds distribution factor will remain at 4%. Rick suggested that the Board wait until after Library Giving Day to make final decisions about disbursement allocation.

Rick pointed out that this month's eNewsletter included a save-the-date for Library Giving Day on April 7, 2021. The March eNewsletter will provide details about the purpose for the 2021 proceeds. A fundraising work group – Damani Johnson, Kristy Van Ness, Rebecca Judd and Annette Bagley – met to consider how to use the funds. Kristy noted that the group's recommendation is to expand the digital storytelling project and to help fund the ongoing anti-racist digital reading list. Rick asked everyone to spread the word about Library Giving Day – the #1 motivator for donations is word of mouth and a personal endorsement. Jim suggested outreach to the Mayor's Neighborhood Advisory committee.

New Business:

- No new business.

Action items for next meeting:

Meeting adjourned at 4:15 p.m.

Next Regular Library Board Meeting – March 16, 2021 – Zoom meeting – 3:30 p.m.

Chair, Library Board of Trustees

ATTEST

Secretary, Library Board of Trustees

Attachments:

- Attachment #1: Highlights from the Main floor remodel

Highlights from the Library

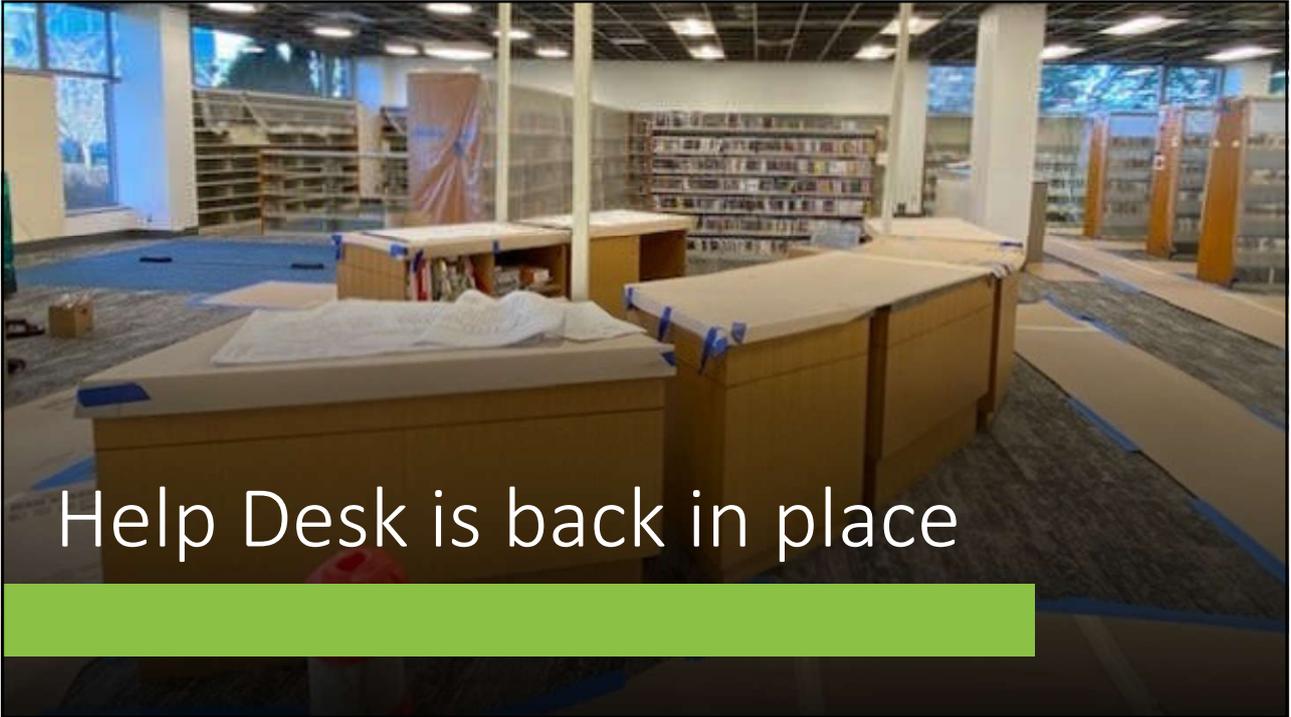
- Ceiling grid is in – tiles to go in after inspections
- Help desk back in place
- Electrical and lighting continues to go in
- Casework is in and the finishing touches are going in

1

The lights are on
in both aisles –
the difference
between old and
new is amazing.

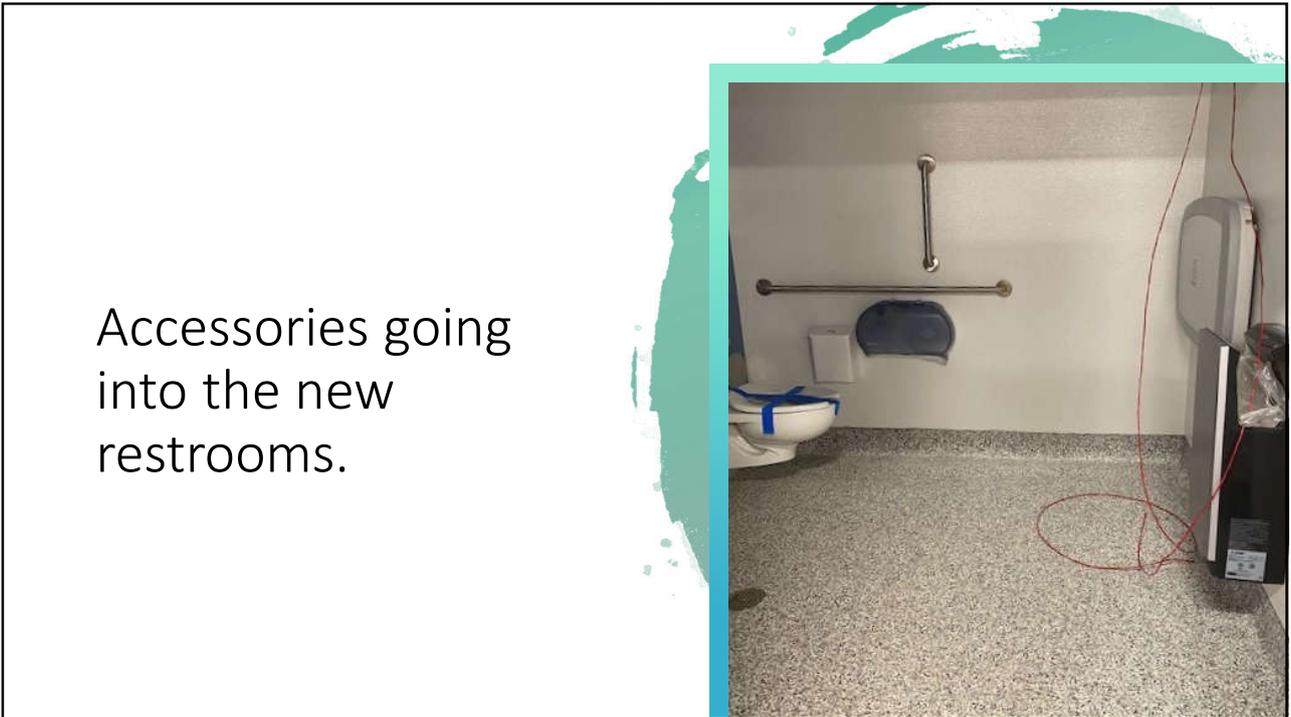


2



Help Desk is back in place

3



Accessories going into the new restrooms.

4



5



6



Wi-Fi bar in the Teen area

7



A finishing touch – blinds in the staff area windows

8



The space we are ready to depart out of as soon as the main floor is done