BELLINGHAM PUBLIC LIBRARY	**NOTICE OF MEETING**
BOARD OF LIBRARY TRUSTEES	**REGULAR MEETING**
	of TUESDAY, MARCH 19, 2024, 3:30 p.m.

Publication of the agenda and the approximate times are a guide to, and not a limitation on, the activities of Trustees. Order of agenda items may be adjusted.

Central Library, 210 Central Avenue, Bellingham, Washington
Lecture Room – 3:30 p.m.

AGENDA   **TIME (approx.)**

We acknowledge that we gather on territory that has been the traditional and ancestral homeland to the Lhaq'temish (the Lummi People), the Nooksack People, and other Coast Salish tribes of this region Since Time Immemorial.

We honor our shared responsibility to this land and these waters, we commit to learning from Indigenous wisdom, and we strive to repair and deepen our relationships as neighbors and friends.

1. **Call to order and introductions**   1 min

2. **Approve/modify agenda**   1 min

3. **Public comment**   3 min
   This time is set aside for members of the public to make comments.
   Remarks will be limited to three minutes.

4. **Consent agenda (see packet materials)**   2 min
   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:** February 20, 2024: Regular board meeting
   - **Library performance & activity measures:** February 2024
   - **Financial reports**
     Claims: February 2024
     YTD report: February 2024

5. **Reports**   8 min
   - Board Chair
   - Library Board members
   - City Council liaison
   - Friends of Bellingham Public Library
   - Library Director (see packet materials)

                                                               Time check: **3:45**

6. **Facilities Committee update**   20 min
   - Renovation update; Rebecca Judd, Director & Jen Vender Ploeg, Head of Operations
   - Funding request; Rick Osen, Board Chair

7. **Fundraising update**   10 min
   - Planned Giving update; Kristy Van Ness, Trustee
   - Library Giving Day **(see packet materials)**; Annette Bagley, Head of Community Relations

                                                         Time check: 4:15

8. **Statistical Trends: Inputs and Outputs through 2023**   20 min
   - Jon McConnel, Head of Digital Services

9. **Level of Service standards: Materials and Hours – discussion**   20 min
   - Rick Osen, Chair and Rebecca Judd, Library Director

10. **New business**   3 min

11. **Agenda items for next meeting**   2 min

                                                         Time check: 5:00
12. **Adjourn**

Accessibility:

The Bellingham Public Library Lecture Room is ADA accessible. Elevator access to the lower floor is available at the Central Avenue entrance. If you require a sign interpreter or other accommodation, please allow the library 48 hours' notice. For additional accommodation, contact the Administrative Assistant at 360-778-7220 in advance of the meeting.

**Next Regular Library Board Meeting: Tuesday, April 15, 2024 – 3:30 p.m.
Location: Lecture Room, Central Library, 210 Central Avenue
Bellingham, Washington**

Library ... plus: today's version provides much more than books
ADAM M. SOWARDS

Part of a new trend in libraries, Mount Vernon's new library will go beyond books, housing new features such as a commercial incubator kitchen, a large EV charging station, expanded meeting space and more. The new building is twice as large as what it replaces and twice as energy-efficient. (HKP Architects courtesy MVCL/Isaac Huffman)

February 27, 2024

Libraries in the 21st century do more than provide access to books and digital information. They serve as hubs that support multiple community needs, including many that libraries were not originally intended to meet.

As cities and towns upgrade their libraries, they are reconceiving and redesigning their buildings and missions.

The **Mount Vernon Library Commons** now under construction on West Kincaid Street between South Second and Third Streets is a good example.

Envisioned as a community connector, the new library plans to **open in summer** with meeting spaces, a commercial kitchen, parking and library services housed in a cutting-edge building.

A need to know more

"The traditional library arose from the need for the community to learn," said Isaac Huffman, the director of the Mount Vernon City Library.

Benjamin Franklin took credit for organizing the first library in America and counted it as a great success. "These Libraries have improv'd the general Conversation of the Americans, made the common Tradesmen & Farmers as intelligent as most Gentlemen from other Countries, and perhaps have contributed in some degree to the Stand so generally made throughout the Colonies in Defence of their Privileges," **Franklin wrote in his autobiography**.

"I think the goal of the library really stems from its original vision," Huffman said. "We were founded by the Civic Improvement Club back **over a hundred years ago**, and the goal was to improve civic life."

The Library Commons embodies that broad goal in several ways.

New facilities, more services

"We're bursting out of this building," said Suzanne Butler, the president of the Mount Vernon Library Foundation.

Story times and other community activities fill the current library on Snoqualmie Street, just two blocks southwest of the new site, and further growth is not possible. It was built in 1954 with expansions in 1969 and 1981.

Building a new standalone library was not financially feasible, but combining a library with other community services made the Library Commons possible.

Community meetings surfaced several goals of the public, including making a difference with climate change, providing community gathering space, supporting local business and helping advance professional and academic careers.

The children's library space will more than double, and a new teen area with a STEM center will be added. New services will be available. For example, school-aged children often need supplemental support to reach reading objectives, Huffman said. Libraries help parents provide that support.

For teens, the STEM center is meant to help build skills for employment.
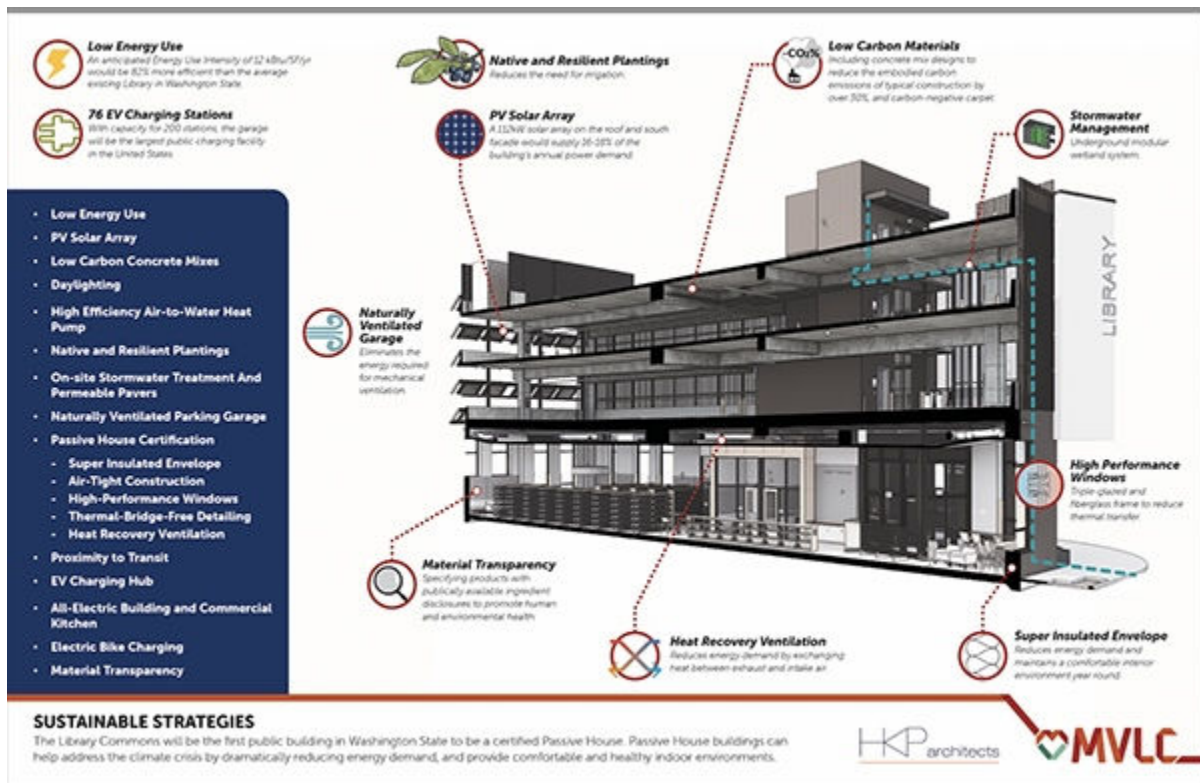
The Mount Vernon Library Commons will be the first public building in the state to be a certified Passive House, helping address the climate crisis by reducing energy demand and providing comfortable, healthy indoor environments. (HKP Architects courtesy MVCL/Isaac Huffman)

"I think even those people who aren't readers and aren't library people can see the need for kids," Butler. Hearing stories about kids studying or learning English helps the community recognize the library serves big needs, she said.

A larger building, about 28,000 square feet total, will provide additional community benefits.

Conference rooms and meeting spaces that can be configured into different sizes will eliminate the need for staff and Mount Vernon residents to hold larger events at the Burlington Public Library.

The incubator kitchen has three functions, Huffman said. It can be used for catering, programs in the library or as a commercial kitchen.

"The core mission of the kitchen," Huffman said, "is [to] help food-based businesses really get off the ground by renting the commercial space to those businesses."

Businesses will be able to use the kitchen to get their products ready for market, something that is a barrier for many who have no access to expensive commercial kitchen space.

In all these ways, the Library Commons will incubate minds and businesses.

Going very green
The building itself embodies broad public goals, too.

"We have probably the greenest building that's been publicly bid, at least in the state of Washington, going up here," Huffman said.

Everything from the concrete mix and windows to stormwater management and insulation is designed for sustainability.

The solar array of 134,000 kilowatt hours is included, enough to supply **about 20%** of the building's energy needs.

Although the new library will be more than double the size of the existing one, it will use less energy, Huffman said.

The parking garage will contain nearly 300 parking spaces including 76 EV charging stations, making it the **nation's largest public** EV station. That capacity should help alleviate congestion downtown, where significant parking was lost with the flood wall construction **a decade ago**, and perhaps attract more businesses to the district.

Without bonds or levy
All of this is "silly expensive," Huffman said of the $54 million cost.

However, because it serves so many functions, the city has been able to find **grants, loans and other financing** from a variety of sources and not issue bonds or rely on a levy.

The transportation elements have been especially helpful in attracting investment. Just last month, the foundation announced a $12.5 million grant from the U.S. Department of Transportation from the Bipartisan Infrastructure Law.

The project received more than 500 letters of support or donations, which ranged from $10 to $250,000.

"It is bigger than all of us," Butler, which she thinks is why the Library Commons has come together at a time when divisions are common.

Other towns, other solutions

Libraries' situations vary in other Northwest Washington towns.

Two years ago voters on San Juan Island voted against funding a new library, citing **concerns over costs and incomplete plans**. Meanwhile, the new La Conner Swinomish Library opened last fall, doubling the original space.

A conceptual rendering shows housing proposed for the current Blaine library site which could be incorporated into a new library and childcare facility. (Zervas Architects courtesy Paul Schissler)

In Blaine, plans have been presented for another multi-use property including a bigger replacement Whatcom County Library System branch library. In January, community planner and consultant Paul Schissler shared a preliminary plan to the city council on behalf of the Kulshan Community Land Trust.

If financing can be secured, the **plan calls** for two buildings that will include affordable housing, an updated library and perhaps a childcare center.

This kind of **mixed use has been tried elsewhere** and can help solve affordable housing shortages and update library resources.

Schissler believes there would be mutual benefits from co-locating these spaces in terms of development costs.

These examples show that communities are reconceiving libraries and how to combine them with different community needs.

Doing even more

"I'm looking forward to moving from just simply a library service to a collection of community services," Huffman said. "We want to make it a little bit better to live in Mount Vernon because we exist as a service."

The public often sees government departments as providing a single service, Huffman said. The library does more, and in the future it will do even more.

That means we will need to think about libraries differently.

"Libraries do more than just circulate information nowadays," said Schissler.

"Since I've started working with the foundation, every time you talk to somebody, they start telling you a story, a library story, and it's very gratifying," Butler said; everyone's life has been touched by libraries.

How they will be touched by libraries in the future is bound to be different from the past.

— Reported by Adam M. Sowards. Adam M. Sowards is an environmental writer and historian living in Skagit Valley. He is the author or editor of five books and countless articles and essays. You can find more at adamsowards.net.

Wash. lawmakers vote to - Bellingham Herald, The (WA) - March 10, 2024 - page 9A

March 10, 2024 | Bellingham Herald, The (WA) | Shauna Sowersby; Staff Writer | Page 9A

Washington lawmakers are expanding the list of places in the state where weapons, including **firearms**, will be prohibited under a new bill passed by the Legislature Monday.

Senate Bill 5444, sponsored by Sen. Javier Valdez, D-Seattle, will **prohibit** individuals from possessing weapons at zoos, aquariums, libraries and transit stations in Washington.

The prohibitions in the bill do not apply **to** those with a concealed pistol license.

Violations of the law are a gross misdemeanor, punishable by up **to** 364 days in jail and/or a $5,000 fine.

Under the bill, weapons are defined as "any firearm, explosive, or any weapon usually known as a slingshot, sand club, or metal knuckles; or any knife, dagger, dirk, or other similar weapon capable of causing death or bodily injury and is commonly used with the intent **to** cause death or bodily injury."

The bill was sent back **to** the Senate where it originated for agreement on amendments made in the House, and was passed by Senate lawmakers Monday by a 27-21 **vote**.

The House had previously passed the bill by a 58-36 **vote** with an amendment **to** clarify that transit stations do not include transit vehicles.

Sen. Mike Padden, R-Spokane Valley, urged other Senators **to** not pass the bill Monday, saying the already bad bill was made worse by the House.

Republican lawmakers have argued that the legislation creates impairments based on the U.S. Supreme Court's 2022 Bruen decision.

During the Senate floor debate on the bill in February, Valdez said the legislation will protect families from gun violence, similar **to** laws in other states.

"We want them **to** feel safe and secure from folks who may be parading around with their weapons openly carrying," he said.

Now, the bill heads for the governor's desk for his signature, which is expected. It will become law on June 5, 90 days after the legislative session adjourns.

Thursday is the last day of the legislative session.

Shauna Sowersby: @Shauna_Sowersby

Regular Meeting of the Library Board of Trustees
Tuesday, February 20, 2024 – 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:	Rebecca Craven, Kristy Van Ness and Kendra Bradford
Board Members Absent:	Rick Osen and Jim McCabe
City Council Library Liaison:	Hannah Stone
Library Staff:	Rebecca Judd, Annette Bagley, Katrina Buckman, Bethany Hoglund, Jon McConnel, Jennifer Vander Ploeg and Wendy Jenkins
FOBPL Representative:	Carol Comeau, Friends of BPL Board Liaison

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Call to order and introductions: Regular session was called to order at 3:31 p.m. by Vice-Chair, Rebecca Craven.

Approve/modify agenda: Kristy Van Ness moved to approve the agenda. Kendra Bradford seconded. Motion carried.

Public comment: No public comments

Consent agenda: Kendra Bradford moved to approve the January 16, 2024 Regular meeting minutes and the January 2024 performance and activity measures and financial reports. Kristy Van Ness seconded. Motion carried.

Board Chair report:
- No report

Board member reports:
- No reports

City Council liaison report:
- Hannah reported that Council photos with new members were recently taken.

Friends of BPL report:
- Carol reported that the January book sale brought in over $16,000. The sale was a 3-day event with extended hours. The added evening hours were slower than daytime hours, but steady. The Ski-to-Sea book sale, a community favorite, will use the 4-day format. The Friends' Board will debrief the January sale at their next meeting. The increased income could be due to more publicity, including advertising in Cascadia Daily News.

Library Director report:
- Rebecca reported attending the statewide Library Directors' retreat at the beginning of February in Burien. There are two statewide retreats per year: in the fall the retreat is held on the east side of the state; in the winter, on the west side. A number of topics were addressed, such as Artificial Intelligence, the Library Capital Improvement Grant opportunity, and trauma informed care for library staff.
- Rebecca announced that Deborra Garrett was approved by City Council on February 12 with a Trustee start date of March 11, 2024. She will attend the March board meeting.
- As mentioned in the Director's Report, the Nooksack Salmon Enhancement Association (NSEA) salmon eggs have arrived and are beginning to hatch. Rebecca invited everyone to take a look while they are at the library or to view the live stream.
- Rebecca reported Engage Bellingham is hosting a series of open houses as part of the Comprehensive Plan update. One will be held on February 22, from 5-7 p.m. at Sehome High School. They are looking for input on the community's vision. Rebecca offered to put together some talking points.
- Rebecca commented that the Champs store, next door to the Bellis Fair branch, is now vacant. We are exploring the opportunity to use this space. Mall management mentioned that our limited open hours could be a barrier.
- Rebecca thanked Jon for all his work on the new people counters. As mentioned in the Director's Report, there are not any solid numbers to compare with the new, more accurate counts. Because of this, the 2023 people count numbers have been removed from the 2024 performance and activity measures.

Open Public Meetings Act:
Wendy provided an overview of this law and its requirements: "The Washington Open Public Meetings Act, codified in chapter 42.30 RCW, requires that all meetings of governing bodies of public agencies, including cities, counties, and special purpose district, be open to the public."

Facilities Committee update:
- Rebecca Judd explained we are currently in the schematic design phase for the upper and lower floors, followed next by detailed design. Miller Hull intends to provide cost estimates for our requests in the middle of March. There are a couple of key decisions for today: the size of the meeting room and the phasing of the project. Rebecca added that she has discussed both decisions with Rick.

- Jen Vander Ploeg discussed a draft layout for the lower level, which identifies areas that have building constraints, such as closed stacks (each support is anchored to the piling and cannot be moved) (*see Attachment #1 for Bellingham Public Library draft lower floor*). One goal for this new design is to bring Children's and Teen services to the same floor. This would involve decreasing the size of the Lecture Room. Rebecca Judd added that one option is to create a flexible space by installing a soundproof, flexible wall between the new Teen area and the new Lecture Room. Rebecca mentioned that Rick had expressed some concerns about a flexible wall – and that we should be sure to vet solutions well with the architects. She continued that the decision point for today concerns the occupancy limit for the Lecture Room. If it is kept below 50 (in this case 49), one exit is required. If the occupancy limit is higher, a second exit would be needed. After discussion it was decided to move forward with a plan for below 50 (49) occupancy.
- Rebecca said the second decision point is construction phasing. After talking with Rick and others, the recommendation is to close the Central Library during renovation. Reasons for this recommendation include: budget (we can include more long term public benefit in the design if we keep construction costs low); staff and public safety; and the complexity of the project, which includes work on all three floors. To mitigate the public impact, we propose expanding hours at all three branches as well as collections and services. We would want to negotiate for some access to Central including the automated materials handler. After discussion, it was decided to move forward with this plan.
- Rebecca also noted that we have started a conversation about the 1% for Arts Program requirement.

Fundraising update:
- Whatcom Community Foundation 2023 annual distribution: included in the packet is information about designated grants received from Whatcom Community Foundation. Rebecca Craven made a motion that the 2023 annual designated distribution from the Bayview Fund, the Designated Endowment Fund, and the Dorothy and Harris Gonsalves Bellingham Public Library Endowment Fund be deposited into the Bellingham Public Library's Gift Fund. Funding decisions for the unrestricted amounts in the Bayview and Designated Endowment Funds will be approved by the Board at a later date. Kristy Van Ness seconded. Motion carried.
- Planned Giving update: Kristy reported that Whatcom Community Foundation has decided they can share BPL endowment funds donor contact information with us so we can thank and steward donors. They are currently determining the best method to provide this information. Kristy also reported that Rachel Myers, from RM+Co, is finalizing the planned giving documents which will be presented at a future meeting.
- Library Giving Day: Rebecca Judd recalled at last month's meeting, the board discussed changing the focus of Library Giving Day to a more general ask rather than a specific project. Rebecca Craved moved that the 2024 Library Giving Day campaign be a general ask to our community for undesignated funding to support Library initiatives. Kendra Bradford seconded. Motion carried.

New Business:
- No new business

Agenda items for next meeting:
- Welcoming Deborra Garrett
- Jon's annual statistics report
- Facilities (renovation) update

Meeting adjourned at 4:28 p.m.

Next Regular Library Board Meeting – March 19, 2024 – Central Library Lecture Room – 3:30 p.m.

Chair, Library Board of Trustees

ATTEST
Secretary, Library Board of Trustees

Attachments:
- Attachment #1: Bellingham Public Library draft lower floor

Youth Services Staff space

children's restroom (public)

Children's Library

Checkout desk?

Closed Stacks

- Lecture Room
  - restrooms
  - exterior access
  - storage
  - Kitchette
- Public restrooms (reduced number)
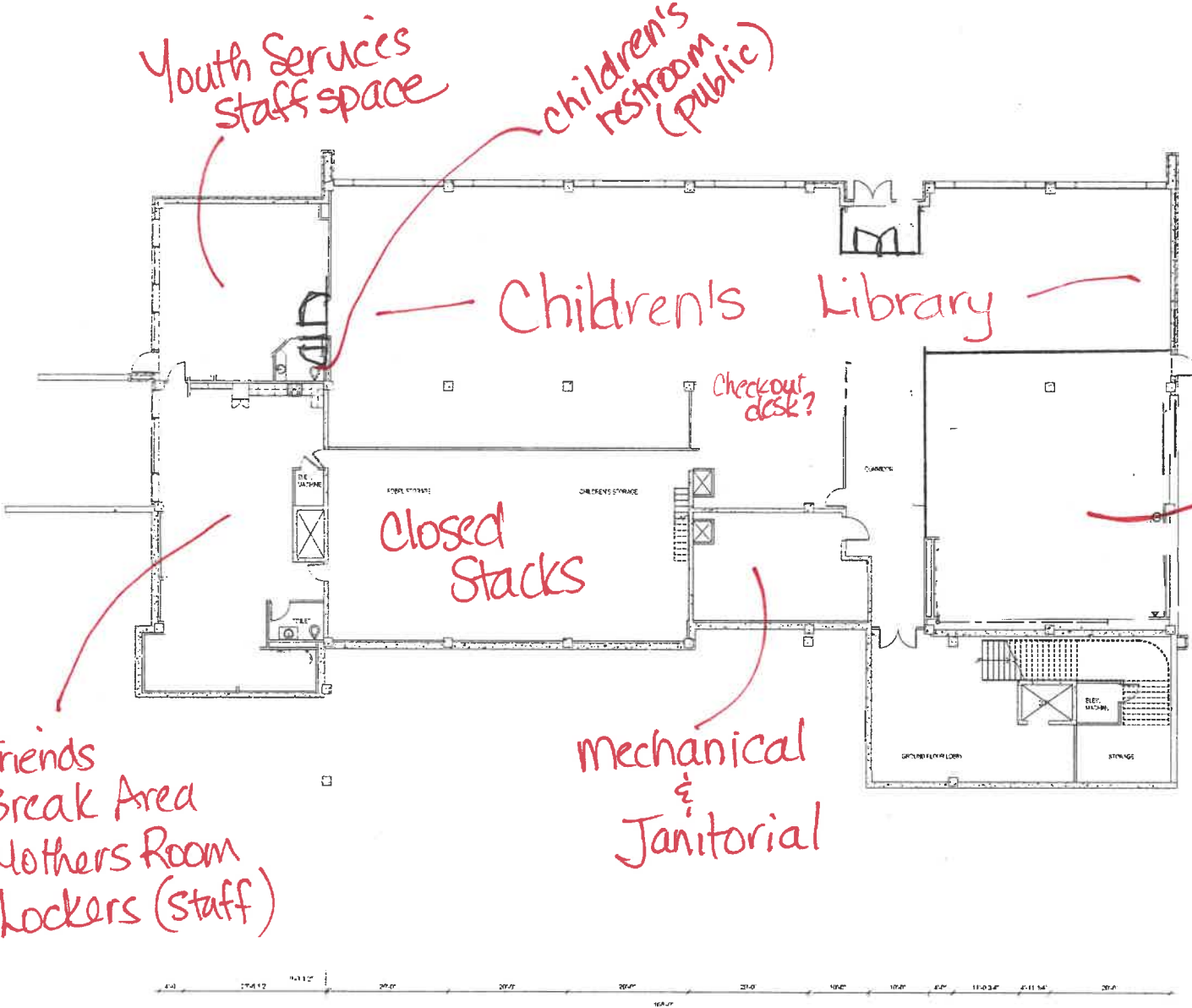
- Friends
- Break Area
- Mothers Room
- Lockers (staff)

Mechanical & Janitorial

Bellingham Public Library
Performance & Activity Measures, 2024

	February		Year to Date		YTD comparison
	2024	2023	2024	2023	2024 with 2023
Holdings - Number of materials in the library's collection					
Physical copies added to the collection	1,998	2,901	3,697	4,828	-23.43%
Electronic copies purchased by BPL	88	83	192	169	13.61%
Physical copies withdrawn from collection	(489)	(514)	(852)	(1,237)	-31.12%
Total physical holdings			180,115	177,579	1.43%
Total electronic holdings available to BPL			153,611	135,980	12.97%
Total Holdings (Physical and Electronic)			333,726	313,559	6.43%
Circulation - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
Central Library					
Adult	41,240	40,525	80,342	84,999	-5.48%
Youth	40,533	41,834	77,041	84,494	-8.82%
Sub-Total Central	81,773	82,359	157,383	169,493	-7.14%
Fairhaven Branch					
Adult	4,783	4,604	9,515	9,238	3.00%
Youth	2,345	2,155	4,539	4,187	8.41%
Sub-Total Fairhaven	7,128	6,759	14,054	13,425	4.69%
Barkley Branch					
Adult	4,767	4,262	9,300	8,553	8.73%
Youth	3,873	3,754	7,729	7,636	1.22%
Sub-Total Barkley	8,640	8,016	17,029	16,189	5.19%
Bellis Fair Branch					
Adult	1,258	0	2,275	0	
Youth	1,918	0	3,470	0	
Sub-Total Bellis Fair	3,176	0	5,745	0	
Bellingham Technical College					
Adult	45	27	45	55	-18.18%
Youth	13	5	15	11	36.36%
Sub-Total BTC	58	32	60	66	-9.09%
Whatcom Community College					
Adult	165	155	312	338	-7.69%
Youth	14	65	31	166	-81.33%
Sub-Total WCC	179	220	343	504	-31.94%
Western Washington University					
Adult	190	156	349	322	8.39%
Youth	95	68	164	104	57.69%
Sub-Total WWU	285	224	513	426	20.42%
Sub-Total Physical	101,239	97,610	195,127	200,103	-2.49%
Online Services					
Kanopy	3,430	3,043	7,535	5,985	25.90%
NW Anytime Library Overdrive	39,548	33,289	82,227	70,753	16.22%
Overdrive Magazines	7,299	1,822	15,070	3,979	278.74%
Sub-Total Online	50,277	38,154	104,832	80,717	29.88%
Total Circulation	151,516	135,764	299,959	280,820	6.82%
Holds Activity					
Items pulled to fill holds	52,177	47,908	108,321	103,234	4.93%
Services					
Persons Visiting - Number of persons counted as they enter the libraries					
Curbside	25	41	57	82	-30.49%
Central Library	28,666		56,674		
Fairhaven Branch	3,134		5,984		
Barkley Branch	2,555		5,164		
Bellis Fair Branch	2,393		4,620		
Total Persons Visiting	36,773	41	67,879	82	
Website Visits	42,904	38,895	89,849	80,978	10.95%
This count reflects number of visits to www.bellinghampubliclibrary.org					
Bibliocommons Visits	25,132	15,129	53,311	31,457	69.47%
This count reflects number of visits to Bibliocommons					
Total Website Visits	68,036	54,024	143,160	112,435	27.33%
Computer Usage - Number of sessions					
Central Library					
Adult & Teen (30 terminals)	3,070	2,778	6,071	5,818	4.35%
Childrens (3 terminals)	87	42	142	95	49.47%
Fairhaven Branch (7 terminals)	245	178	446	359	24.23%
Barkley Branch (4 terminals)	173	141	334	266	25.56%
Bellis Fair Branch (4 terminals)	154	0	270	0	
Total Computer Usage	3,729	3,139	7,263	6,538	11.09%
New Borrowers Registered					
Central Library	621	557	1,399	1,157	20.92%
Fairhaven Branch	28	32	60	68	-11.76%
Barkley Branch	17	34	49	75	-34.67%
Bellis Fair Branch	73	0	133	0	
Total New Borrowers Registered	739	623	1,641	1,300	26.23%
Programs - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	109	112	184	212	-13.21%
Attendees	2,353	2,146	3,988	4,162	-4.18%
Volunteer Hours	339	388	1,249	687	81.87%

BELLINGHAM PUBLIC LIBRARY
Board of Library Trustees   **FEBRUARY 2024 CLAIMS**

	VENDOR	AMOUNT
Materials, Equipment and Supplies		
Key duplicates	Accurate Lock & Security	18.60
Books; DVDs; supplies	Amazon	1,731.90
Planners	At-A-Glance	33.73
Books	Baker & Taylor	22,689.51
Name plate	Bay Trophies	23.94
Books	Center Point Large Print	103.01
Networking meal	Chamber of Commerce	25.00
Programming supplies	Discount School Supply	34.70
Mendery supplies	Kapco	367.13
DVDs, CDs, recorded books	Midwest Tape	4,967.12
Vehicle fuel	Nelson-Reisner Distributor	148.57
Office supplies	ODP Business Solutions	194.71
Wonderbooks	Playaway Products	425.33
Lost Interlibrary loan	Tillamook County Library	11.99
Lost Interlibrary loan	University of New Mexico	100.00
Books	Village Books	146.74
SkillShare Space window blinds	Walls & Windows	1,098.84
Copier paper & receipt tape	WCP Solutions	1,121.73
Outreach bags	Webstaurant	61.32
	Materials, Equipment & Supplies Sub Total	**$33,303.87**
Services and Interfund Charges		
Barkley Branch cleaning	Action Cleaning	814.97
Creative Cloud software	Adobe Inc	391.55
Bellis Fair Branch cleaning	Advantage Building Services	1,477.66
PLA Conference	Alaska Air	726.20
PLA Conference	American Airlines	421.31
Membership; PLA & ALA registrations	American Library Association	1,634.00
Signage	Applied Digital Imaging	60.38
Preprocessing & subscription fee	Baker & Taylor	6,581.39
Bellis Fair Branch lease	Bellis Fair Mall Territories	5,357.00
Self-check software	Bibliotheca	10,067.30
Bellis Fair Branch natural gas	Cascade Natural Gas	30.30
Computer replacement allocation	City of Bellingham Interfund	14,133.11
Facilities Services	City of Bellingham Interfund	55,878.92
Fleet Services	City of Bellingham Interfund	820.00
IT Service allocation	City of Bellingham Interfund	28,350.29
Postage (January & February)	City of Bellingham Interfund	2,196.58
Qualified Energy Conservation Bond sinking fund	City of Bellingham Interfund	3,517.00
Risk Management	City of Bellingham Interfund	13,435.61

Technology replacement allocation	City of Bellingham Interfund	3,182.02
Telecom Services	City of Bellingham Interfund	2,369.55
Director's Retreat	Comfort Suites	285.46
Screen connect service	Connectwise	574.46
myLIBRO software	ConverSight AI	5,210.00
Printing	Copy Source	119.68
Water cooler rental	Culligan	11.97
Databases	Data Axle	1,142.40
PLA Conference	Delta Air	378.60
Polaris Integrated Library System	Innovative Interfaces Inc	57,696.52
IUG Conference	Innovative Users Group	480.00
Copier leases and copies	Kelley Connect	137.72
Bellis Fair waste service	Keter Environmental	112.82
Translation services	Language Line	152.57
Freegal streaming service	Library Ideas	23,500.00
Preprocessing	Midwest Tape	619.55
OLA Conference registration	Oregon Library Association	310.00
eBooks, eAudiobooks	Overdrive Inc	12,553.34
Bellis Fair internet service	Pogozone Wireless	367.49
Director's Retreat registration	Public Libraries of Washington	75.00
Digital subscription	Seattle Times	19.96
Security software subscription	Secure by Design	240.00
ALA Conference	Southwest Air	369.96
Director's Retreat travel reimbursement	Staff	126.67
Microfische machine lease	Technology Unlimited	339.46
Door count software	Traf-Sys	1,914.88
MessageBee patron notifications	Unique Management	207.10
Interlibrary Loan postage	USPS	42.01
Hotspot service	Verizon Wireless	1,480.37
WLA Conference registrations	Washington Library Association	1,000.00
B&O Taxes	WSDO Revenue	5.81

Services and Interfund Charges Sub Total $260,918.94

Gift Fund

Light therapy lamps; program supplies; books	Amazon.com	1,110.94
Books	Baker & Taylor	682.23
Books	Sealaska Heritage	426.49
Books	Scholastic Education	547.27
Books	Village Books	182.35
Discovery Passes	Washington State Parks	200.00

GIFT FUND OUTLAYS Sub Total $3,149.28

Total General Fund claims $294,222.81

Total General Fund & Gift Fund claims $297,372.09

City of Bellingham

Library - Budget to Actual - General Fund

February 2024 16.7% YTD

	YTD Actuals	Budget	Remaining	% Complete
Revenues				
Grants	0	0		
Print and Copy Fees	2,485	15,000	12,515	17%
Lost, Damage & Non-resident Borrower Fees	1,594	16,100	14,506	10%
Fairhaven Auditorium Rental Fees	0	5,000	5,000	0%
Miscellaneous Revenues	177	0	(177)	
Total Revenue	**4,257**	**36,100**	**31,843**	**12%**
Expenses				
Salaries and Wages	573,256	3,395,151	2,821,895	17%
Personnel Benefits	284,483	1,671,856	1,387,373	17%
Physical Materials, Equipment and Supplies	36,665	382,965	346,300	10%
Services, Digital Materials and Interfund	533,146	2,207,662	1,674,516	24%
Automated Materials Handler expansion	0	35,000	35,000	0%
Total Expenditure	**1,427,550**	**7,692,634**	**6,265,084**	**19%**

Library - Budget to Actual - Gift Fund

February 2024 16.7% YTD

	YTD Actuals	Budget	Remaining	% Complete
Revenues				
Donations	8,788	150,000	141,212	6%
Total Revenue	**8,788**	**150,000**	**141,212**	**6%**
Expenses				
Gift Fund expenses	6,144	150,000	143,856	4%
Total Expenditure	**6,144**	**150,000**	**143,856**	**4%**

DIRECTOR'S REPORT FOR March 19, 2024
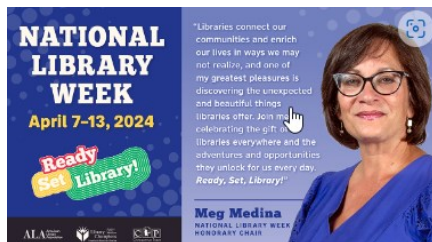
[National Library Week](#) is around the corner and with it, an opportunity to celebrate (and elevate) the many ways that public libraries transform communities and change lives. This year, BPL will be participating in Library Snapshot Day and National Library Workers Day. (Rebecca Judd, Library Director)

WELCOME & INCLUDE

Kudos to Bernice: Children's Librarian Bernice Chang received this email from a Little Storytime mom: "I know I said this to you this morning, but just thank you for what you're doing for all these families with babies. Story time with you is one of the very best parts of our week. I've been implementing some of what you do into my life with [my baby] at home (even the tone of voice you use and the repetition). It is so clear that you love your job and that there is purpose and reasoning behind every part of what you are doing with the babies. I'm very sure I'm not the only one who feels this way. So just in case you don't hear it enough! We appreciate you!" Thank you to Bernice for all her service to children and families in our community. (Bethany Hoglund, Deputy Library Director)

IT Staffing Changes Continue: Congratulations are due to Paul in ITSD. He applied for and accepted the position opening in ITSD for a Technical Support/Applications Support Specialist supporting the Library. That's a step up from his previous position, and one more step in ITSD Director Burdick's plan to reorganize their support structure. There are still quite a few steps to go and new positions to hire before they get there, but we are encouraged to see this progress underway. Also of note, a temporary employee has been brought in to help provide first-tier support for the ITSD service desk, lifting some of the workload from the Technical Support staff by adding capacity. (Jon McConnel, Head of Digital Services)

What-Comm Dispatch: Alysn Everbeck from What-Comm dispatch met with Public Services staff to describe how her team triages 911 calls. She also shared some of the challenges her team is facing. It was an insightful and informative learning session. (Katrina Buckman, Head of Public Services)

Rules of Conduct: Following many implementation strategy conversations with Library Security Attendants, enforcement of the Rules of Conduct changes approved by the Board in December began March 4. These changes focused primarily on the presence and consumption of food in the library. (Bethany Hoglund, Deputy Library Director)

ACCESS & OPPORTUNITY

Behavioral Health Specialist/Lake Whatcom Center: Library HEART Specialists Indira Lalgee and Haili Percifield are a welcomed support to our shared community space. They are making regular referrals to services. In the first month they served 21 patrons in 66 interactions. They documented nine referrals to services including: safe housing, legal interventions, hospitalizations, and police support. They have also been helping patrons find shelter, hygiene services, clothing, food, and other resources. (Katrina Buckman, Head of Public Services)

Spanish Collections at Fairhaven: Spanish Fiction and Nonfiction collections were recently added to the Fairhaven Branch Library. Currently there are about 100 items in those collections assigned to Fairhaven. (Jon McConnel, Head of Digital Services)

ASL Added to Mango: Mango Languages recently began offering a module for learning American Sign Language. We chose to upgrade our subscription to add the new module, and the new content is now available to patrons. (Jon McConnel, Head of Digital Services)

READ & LEARN

Salmon Update: Our salmon are growing and their time with us is short! What a delight it has been to watch the salmon hatch and grow; they are active and look more like "real fish" every day. While we will miss them when they're gone, we are looking forward to celebrating these salmon, and all salmon, with the community at their release party on Saturday, March 30 at 1:00 p.m. at the Central Library. Following blessings, story and song from local Indigenous partners, we will together walk to Maritime Heritage Park to release them into Whatcom Creek. (Bethany Hoglund, Deputy Library Director)

Whatcom READS 2024: March 14 – 16 marks author Sasha LaPointe's visit to Bellingham to host 5 events around the Whatcom READS title *Red Paint: The Ancestral Autobiography of a Coast Salish Punk.* As part of this series, BPL will host "An Evening with Sasha taqʷšəblu LaPointe" at Mount Baker Theatre on Friday, Mar. 15 at 7pm. In the lead-up to the events, numerous stories were published and broadcast about the author including:

- Cascadia Daily News: Coast Salish author details healing through art in autobiography.
- Young & Indigenous Podcast: Punk, Paint, and Sasha LaPointe.
- KUOW radio Soundside: In 'Thunder Song,' a Coast Salish punk creates her own form of medicine.
- KMRE radio Arts & Entertainment Spotlight with Margaret Bikman: Red Paint.

(Annette Bagley, Head of Community Relations)

INFORM & INVOLVE

Media coverage: Library Director Rebecca Judd was interviewed for an on-air [KUOW Soundside](#) story about the library's new behavioral health specialists, along with Malora Christensen, Response Systems Manager for Whatcom County Health and Community Services. To listen to the on-air interview, click the play button under the photo in the article. Library Deputy Director Bethany Hoglund was interviewed for a Western Front article titled [Salmon hatch their way into the heart of the community at Bellingham Public Library](#). Adult Services Librarian Katie Bray was interviewed for an article in the [Western Front](#) about fantasy author Brandon Sanderson. The Library's salmon hatching project and Whatcom READS were both featured in recent content from the City of Bellingham's communications department via the "Inside Bellingham" weekly email and on social media channels. BTV is continuing to live-stream the Library's [salmon-hatching tank](#) throughout March and reports a consistently high level of viewers. (Annette Bagley, Head of Community Relations)

BPL at Emerald City Comic Con: Adult Services Librarian Katie Bray served on a panel at the 2024 Emerald City Comic Con, February 29 – March 3 in Seattle. In Katie's words, "I had the great fortune to be asked to sit on a panel at this year's Emerald City Comic Con with librarians from King County Library System, Seattle Public Library, Sno-Isle Library, and Seattle Public Schools in addition to the WA Secretary of State, Steve Hobbs. Our panel, "Celebrate the Freedom to Read: Libraries and Intellectual Freedom," was extra popular given the current political climate – we filled the room! We had a great discussion of how and why libraries champion intellectual freedom while also talking about the nitty gritty of day-to-day library concerns. Secretary Hobbs was a welcome addition as he was able to discuss current and proposed legislation that will help Washingtonians continue to read freely throughout the state." We are proud to have Katie represent the Bellingham Public Library in these crucial dialogues. (Bethany Hoglund, Deputy Library Director)

Bellingham School District Winter Blast: On Friday, February 23, Teen Librarian Jennifer Lovchik, Children's Librarian Ali Kubeny and Library Events Coordinator Miranda LeonJones attended the Bellingham School District's Winter Blast for all students and families at the Sportsplex. The trio staffed a table and provided library information to the over 4,000 attendees! It was a busy evening of connecting with children and families. (Bethany Hoglund, Deputy Library Director)

Back in Circulation: Congratulations to Supervisors Alison Kuiken and Michelle Becker. Their Back in Circulation Conference Proposal: "Sensored: One Library's Experience Navigating the Drug Epidemic" was accepted. They will be attending the conference in Madison, Wisconsin October 7-8 and sharing how our library is grappling with the drug epidemic, its impacts in our public space, and the emotional toll on staff. They will highlight the work we have done to hire and train staff, ensure Narcan is accessible in our buildings, and ultimately install sensors in all our public bathrooms. Alison and Michelle will speak to the long journey, innovative problem solving, and hard-won victories that we are proud to have accomplished. It is our hope to help other libraries start the process of installing sensors, and possibly save lives. (Katrina Buckman, Head of Public Services)

THRIVE & GROW

Facilities updates:
- We continue to work through a couple of residual issues from the *freight elevator* project. The original contractors have been contacted about the concerns as they are covered under warranty.
- One complete set of door hardware was successfully replaced on a *main floor restroom*. Unfortunately, the second restroom's opening hardware stopped working the week before this replacement happened. We are in the queue with COB Contracting to replace the second system. (Jen Vander Ploeg, Head of Operations)

Radios: The security team received three radios and have been using them daily to stay in contact and signal for support throughout the building and around the perimeter. We have ordered four additional radios and plan to distribute them to the Central Branch help desks, Library HEART specialists, and Person In Charge (PIC) in an effort to keep staff connected and supported. (Katrina Buckman, Head of Public Services)

Annual Statistical Report: A few of us, particularly Wendy, Bethany, and myself, are deep in stats right now as the submission window for the annual stats report to the Washington State Library is open. The final instructions and questions were shared on March 1, and we have 6 weeks to complete our submission. This is a shortened timeline from 8 weeks in years past, and an experiment to see if having a more concentrated timeline will help libraries focus on the task and submit their data by the deadline. If so, it would allow the State Library to publish their annual report earlier. (Jon McConnel, Head of Digital Services)

Respectfully submitted,
Rebecca Judd

BellinghamPublicLibrary

Draft Text for Library Giving Day 2024:

What do you love about your library? Is it free access to the internet, wi-fi and computers for everyone in our community? Is it the assistance of friendly Librarians to help with resources, referrals and databases? Is it the free early literacy programs to help all children learn? Is it the library's commitment to equity and creating welcoming spaces for all? Or perhaps it is the unique opportunities to engage in health and wellness through items such as Light Therapy Lamps, Discover Passes, and Museum Passes.

Each of these reasons, and many more, are why our local library matters to our community every day.

On Wednesday, April 3, the Bellingham Public Library Board of Directors invites you to join us in celebrating Library Giving Day. Last year we raised nearly $10,000 to create an early learning center for young children at our new Bellis Fair Branch. This year, the Board is raising unrestricted dollars to support the Library's emerging needs and unexpected opportunities. Donations of all amounts are welcome.

These funds allow us to maintain the level of excellence and service that the community has come to expect from Bellingham Public Library. Online donations to Bellingham Public Library are collected through the Whatcom Community Foundation. Library Giving Day donations are held in an unrestricted account to be utilized by the Library immediately.

I hope you will join me in supporting Bellingham Public Library on Library Giving Day, April 3, with an online donation to Whatcom Community Foundation Bellingham Public Library Fund – Unrestricted. Thank you!