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
<mark>Board Room</mark> – 3:30 p.m.

<u>AGENDA</u>   **<u>TIME (approx.)</u>**

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:** April16, 2024: Regular Board Meeting
   - **Library performance & activity measures:** April 2024
   - **Financial reports**
     Claims: April 2024
     YTD report: April 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. **Open Public Meetings Act (OPMA) and Public Records Act (PRA)** 2 min
   - Wendy Jenkins, Administrative Assistant

7. **Rules of Conduct revision in response to SB5444 "POSSESSION OF WEAPONS— LIBRARIES, ZOOS, AQUARIUMS, AND TRANSIT FACILITIES – Action item (see packet materials)** 3 min
   - Katrina Buckman, Head of Public Services

8. **Facilities update** 30 min
   - Renovation update; Rick Osen, Chair and Rebecca Judd, Director
   - Flagpole Plaza: activating the space – discussion; Rebecca Judd, Director
   - 1-year assessment of Bellis Fair Branch (see packet materials) – Jon McConnel, Head of Digital Services

   Time check: 4:20

9. **Level of Service standards: Materials – discussion (see packet materials)** 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: 4:45

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, June 18, 2024 – 3:30 p.m.
Location: Lecture Room, Central Library, 210 Central Avenue
Bellingham, Washington**

Digital reading soars in Seattle, creating problems for local libraries

By Clare McGrane & Patricia Murphy
April 23, 2024

Patrons are shown inside the Seattle Public Library Central branch on Thursday, Jan. 2, 2020, on Fourth Avenue in Seattle.
KUOW Photo/Megan Farmer

The Seattle region loves to read. The city is one of just two UNESCO cities of literature in the country.

"We just have voracious readers in Seattle," said Elena Gutierrez, collection services manager at Seattle Public Library.

In the past four years, reading in the city has also shifted away from print books and toward digital options, like e-books and e-audiobooks.

Seattle Public Library is number eight in the world when it comes to digital checkouts from Overdrive, a global distributor of digital books and makers of the Libby app. King County Library System is third. Seattle is the only metro area that appears on the list twice.

Digital reading is convenient — no print book to drag around — and also makes stories and information more accessible for many with disabilities, including dyslexia and vision impairment.

But the increasing demand for digital books is causing problems for local libraries. Last month, SPL announced it was reducing the number of digital holds patrons can place from 25 down to 10.

The reason: Digital books are extremely expensive for libraries, even though they're generally cheaper than print books for an individual consumer.
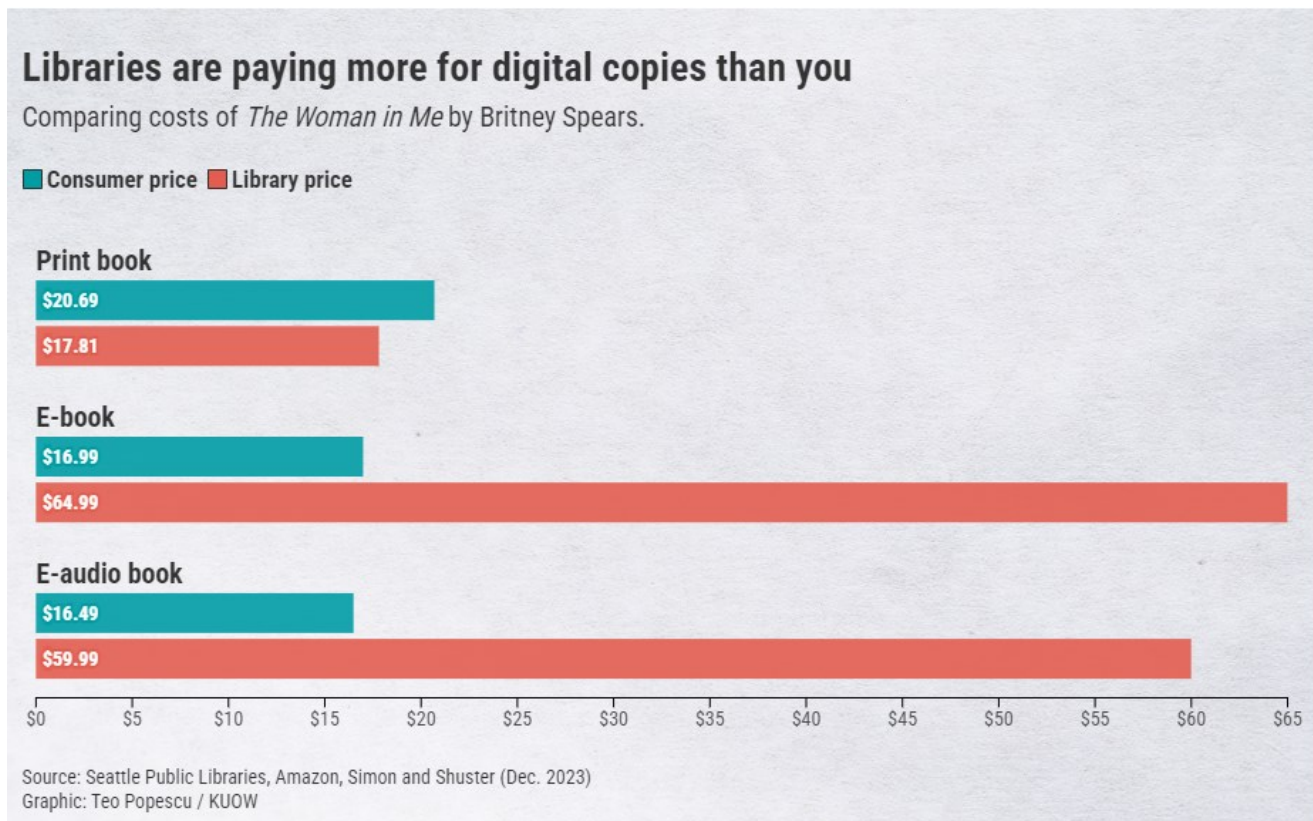
"I've seen three to 10 times as much charged to a library for the same exact material," said Kyle Courtney, the director of copyright information policy at Harvard Library. Courtney is also a founder of the eBook Study Group, a nonprofit working to make digital materials more affordable for libraries across the country.

Gutierrez pointed to Brittney Spears' 2023 memoir "The Woman In Me" as a prime example of the budget challenges that e-books pose. SPL paid the book's publisher $17.81 for each physical copy it bought, a few dollars cheaper than what an individual would pay in a bookstore.

Electronic copies were a totally different story. The e-book and e-audiobook are about $17 for a consumer, but the library paid more than three times that price: $64.99 for an e-book and $59.99 for a digital audiobook.

Combine the increasing demand for digital books and the higher prices, and things add up quickly.

"In total, the library's physical copies at one point were $2,500 that we had invested," Gutierrez said. "But the digital copies cost us $35,000."

Libraries are paying more for digital copies than you

Comparing costs of *The Woman in Me* by Britney Spears.

■ Consumer price ■ Library price

Print book
$20.69
$17.81

E-book
$16.99
$64.99

E-audio book
$16.49
$59.99

Source: Seattle Public Libraries, Amazon, Simon and Shuster (Dec. 2023)
Graphic: Teo Popescu / KUOW

That price tag is only the start of the story. Publishers largely don't allow libraries to own digital books outright — they have to license them for a set period of time or a set number of checkouts.

In the case of "The Woman In Me," each copy is only rented to the library for two years, then they have to pay again to keep using it.
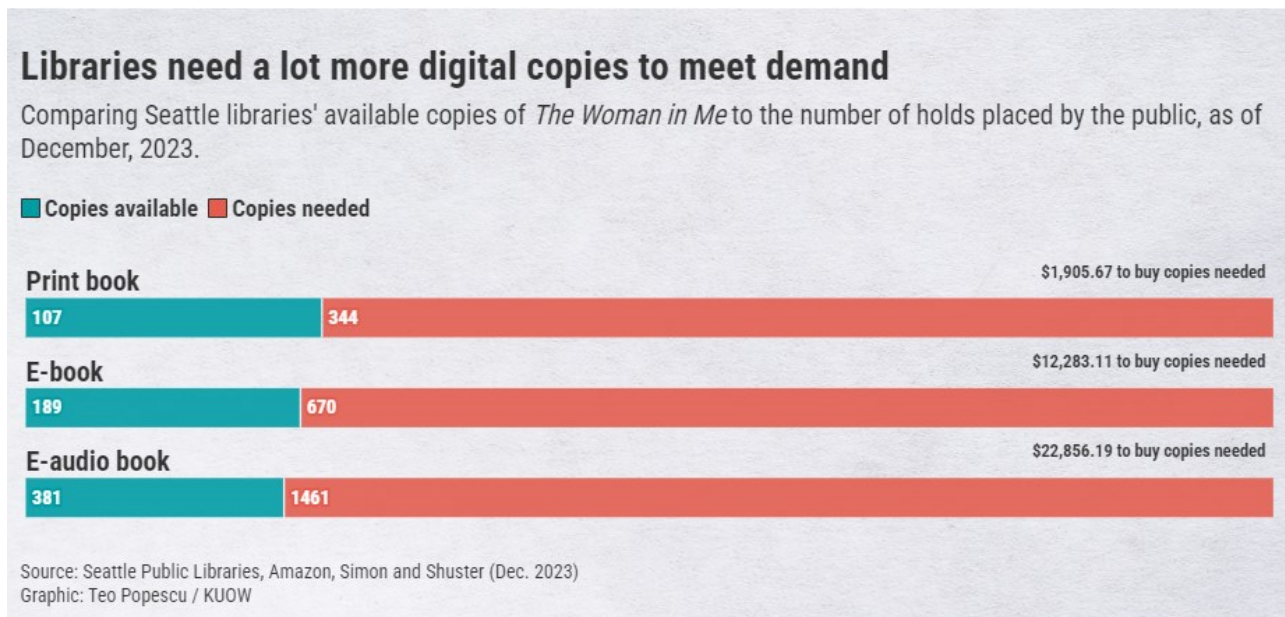
"It's like throwing money directly out a window," Courtney said.

It's a challenge that library systems across the country are struggling with, from small local organizations to the nation's biggest research institutions.

"My fear is that e-book licenses as they currently are turn libraries into Netflix and Hulu. We don't own anything. We have to continually pay for it and can go away at a moment's notice," Courtney said. "That idea of, 'last day to see this series,' right? You see that on Netflix and Hulu all the time. It's literally what's happening to our collections libraries. They're disappearing unless we pay more."

Seattle Public Library buys new digital books for one of two reasons: First, when a new book is published. And second, when there's high demand for a given title. One of the library's goals is to keep hold waits down.

As of publishing, the e-book title with the longest hold line was "The Heaven & Earth Grocery Store" by James McBride. SPL has licenses for 300 copies, but more than 2,000 patrons had the book on hold. It would take someone joining the list roughly three months to get a copy.

Libraries need a lot more digital copies to meet demand

Comparing Seattle libraries' available copies of *The Woman in Me* to the number of holds placed by the public, as of December, 2023.

■ Copies available ■ Copies needed

Print book $1,905.67 to buy copies needed
| 107 | 344 |

E-book $12,283.11 to buy copies needed
| 189 | 670 |

E-audio book $22,856.19 to buy copies needed
| 381 | 1461 |

Source: Seattle Public Libraries, Amazon, Simon and Shuster (Dec. 2023)
Graphic: Teo Popescu / KUOW

By reducing the number of holds each patron can place, the library is essentially asking readers to be more choosy about which books to get in line for. Gutierrez said it's already having an impact on their budget.

"We have reduced the costs for holds by a significant amount," she said. That means the library can put that money toward other titles.

"We want depth and breadth to the collection. We want to be able to offer a variety of titles and not just feed the best sellers," Gutierrez said. "So, this allows us to have funds redistributed also to acquire new content rather than have hundreds of copies of fewer titles."

While adjusting policies may offer short-term relief, Courtney said the larger issue of e-book licensing isn't likely to change without intervention.

He's working with states across the country to introduce legislation that would use existing consumer protection and contract laws to bring costs down. It would work in a similar way to net neutrality laws that prevent internet service providers from giving certain online activities or sites preferential treatment.

"We're saying, 'Dear publishers, you want to do business in this state? Whatever state adopts this particular law? Well, we have millions and millions of dollars, so the contract needs to be reflective of the library mission and include these terms or forbid these terms,'" Courtney said.

The Washington Library Association has drafted a bill in partnership with the eBook Study Group and is hoping to introduce it during next year's legislative session. A spokesperson for the group said they've started having preliminary discussions with state lawmakers on the issue.

In the meantime, local libraries offer lists of books that are available to check out with no wait through the e-book and audiobook app Libby. And many local libraries, including Seattle Public Library and the King County Library System, offer cross-system access for Washington residents looking for their next read.

City of Bellingham Public Works

READ with the CREW

WEDNESDAY, MAY 22
11 a.m. – noon
Bellis Fair Library Branch

Bring the kids for a special preschool Storytime at the Bellis Fair Library branch and visit with the crew and trucks from Public Works!

Bellingham **Public Library**

cob.org/truck2024

cob.org/truck2024

Join us for our
annual Public Works

MEET-A-TRUCK

Meet the big trucks and crew that
keep our city running smoothly!

THURSDAY, MAY 23
1 p.m.- 3 p.m.

210 Lottie St.
(In between City Hall and the Central Library)

Bellingham **Public Library**

![Bellingham Public Library logo]

Regular Meeting of the Library Board of Trustees
Tuesday, April 16, 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:	Rick Osen, Rebecca Craven, Kristy Van Ness, Kendra Bradford and Deborra Garrett
City Council Library Liaison:	Hannah Stone
Library Management Team:	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

Call to order and introductions: 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. Kristy Van Ness seconded. Motion carried.

Public comment: no comments.

Consent agenda: Kendra Bradford moved to approve the March 19, 2024 Regular Meeting minutes, the March 28, 2024 Special Meeting minutes and the March 2024 performance and activity measures and financial reports. Deborra Garrett seconded. Motion carried.

Board Chair report:
- Rick announced that Wendy Jenkins will be retiring October 1.

Board member reports:
- No reports.

City Council liaison report:
- No reports.

1

Friends of BPL report:
- Carol invited everyone to the Friends Annual Meeting which will be held Saturday, April 20, from 10 a.m. – 12 p.m. in the Library Lecture Room. Children's Services Librarian Ali Kubeny will be sharing a story and Bethany Hoglund will present a Collection Development overview.
- Carol reported the free books and magazines are disappearing at an alarming rate. The Friends are considering posting limit signs.
- Referring to the article in the packet concerning eBook costs, Carol asked Rebecca if she had gone to the Friends for support for this. Rebecca responded we are trying to take collection support off the Friends because it's hard to make it sustainable year over year. She added that the remodel is coming up so there will be many opportunities for support in this area.

Library Director report:
- Rebecca reported that Bethany reached out to the mall about the Champ store vacancy next to the Bellis Fair Branch. A meeting is set up for April 19..

1ˢᵗ Quarter 2024 Action Plan report:
- Rebecca Judd provided details for the highlighted Action Plan bullets included in the packet.

Rules of Conduct revision in response to SB5444 "POSSESSION OF WEAPONS—LIBRARIES, ZOOS, AQUARIUMS, AND TRANSIT FACILITIES":
- Katrina explained that the Second Substitute Senate Bill 5444 expands the scope of RCW 9.41.300 which restricts the possession of weapons in certain public places to now include libraries, zoos, aquariums and transit facilities. In response to this Senate Bill, which becomes law on June 6, 2024, we need to update our Rules of Conduct. A draft of the update is included in the packet. The added bullet states:

  <u>Pursuant to RCW 9.41.300, firearms or weapons of any kind are prohibited on Library premises.</u>

  > Weapons are defined as any firearm, explosive, or any weapon of the kind usually known as slungshot, sand club, or metal knuckles, or any knife, dagger, dirk, or other similar weapon that is capable of causing death or bodily injury and is commonly used with the intent to cause death or bodily injury.

  Katrina said this law will change how we react to someone who comes into the library with a weapon. She is working with Security to figure out implications and different scenarios that could come up and she is working with Annette on signage. Katrina requested feedback as she would like to have this draft, or some modification of it, approved at the May Board Meeting.
- After discussion it was suggested that the RCW be listed on page 1 of the Rules of Conduct under Codes and Laws, and also remain in bullet 8 per legal advice to make it separate and clear. It was also suggested that Katrina collaborate with other city departments to define 'weapon.' Katrina added she is in conversations with What-Comm and Bellingham Police to follow up on how we will co-enforce this law. Rebecca Judd added that Katrina is also involved in a statewide discussion about enforcement of the new RCW across libraries.

Fundraising update:

- Annette thanked the Board for getting the word out about Library Giving Day (LGD) and for their donations. So far, $15,037.44 has been donated directly to the LGD fund held at Whatcom Community Foundation (WCF), $2,566.67 has been donated to the Unrestricted fund held at WCF, and the Friends have pledged $5,000 in matching funds. Annette added that thanks to the work the Planned Giving committee has done, WCF sent out a Library Giving Day email to everyone who donated last year.
- Rick, referring to the Quarterly Donation Report in the packet, highlighted the $30,000 anonymous gift that was received in March. Under the 1st Quarter Gift Fund balances, Rick clarified that the funds listed are all available for spending except the Designated Endowment Fund.
- Kristy explained the RM + Co Project Proposal document in the packet that was prepared by Planned Giving consultant, Rachel Myers. The document outlines 4 phases of the Planned Giving program developed for Bellingham Public Library. On the document, tasks are identified as 'complete', 'in progress', or 'future goal'. Rick added that Rachel will have the work finished by June.

Facilities Committee update:

- Rick mentioned the roller coaster nature of the renovation project over the last month. When the initial cost estimates came in higher than our secured funding, it precipitated a lot of discussion. Recent updates to the project include:
  - The City's Finance department will shift our secured project funding to the General Fund (rather than a mix of American Rescue Plan Act (ARPA) funds and General Funds). The requirement to put the ARPA funding under contract by the end of 2024 was driving a lot of rush on this project.
  - This decision will allow us to line up the HVAC project with the interior renovations in a way that maximizes public benefit, reduces cost, and minimizes public disruption of services.
  - Rick outlined 3 areas we are exploring to organize funding:
    1. Library Capital Improvement Program: BPL requested the maximum 2 million in this highly competitive state-wide grant cycle. We will know if our project is on the recommended list to the Governor this summer or early fall. The list then needs to be approved as part of the Governor's 2025 capital budget.
    2. Whatcom Community Foundation has come forward as a resource and partner to secure private funds. The Children's area could be a desirable goal for this.
    3. Seeking a Federal appropriation for the FY2025 budget to support the exterior renovation.
  - Carol asked if it would be helpful to write letters to the LCIP committee in support of the BPL application. Rebecca Judd mentioned that the LCIP grant process was now closed but that support letters were not requested in the application.
  - Rick added he thinks, with the move away from ARPA funds, that we can now take the time to look at what is needed, identify the cost of what we want and compare this to available funding.

- 1-year assessment of Bellis Fair Branch: in preparation for providing this assessment, Jon asked the Trustees what information would be helpful to evaluate the performance of the branch. Suggestions included:
    - Compare Bellis Fair with the other two branches.
    - Dig up numbers from Barkley Branches' 1st year.
    - Include Children's program attendance.
    - Are the use statistics increasing or have they leveled off?
    - Circulation statistics; monthly trends.
    - Hours of service.
    - FTE hours at the branch over the last 12 months.
    - Is there an opportunity for public feedback?
    - Number of library cards registered.
    - Qualitative narrative from staff who work there.

    Jon thanked the Trustees for their input. He will provide a presentation at the May Board Meeting.

Level of Service standards: Materials and Hours:
- Rick explained that when we first set up the standards, we acknowledged they should be reviewed periodically. The Facilities standard is set in place; the Hours standard needs some revision as does the Materials, which we will focus on first in preparation of next year's budget. The standard for Materials was established with 2017-dollar amounts. Since then, the cost of materials has skyrocketed, and we have shifted to purchasing more electronic materials which are more expensive. Jon is gathering data to present at next month's Board Meeting.

New Business:
- No new business

Agenda items for next meeting:
- The May Board Meeting will be held in the Central Library Board Room.
- Rules of Conduct revision
- Facilities update, including 1st year assessment of Bellis Fair Branch
- Level of Service standards

Meeting adjourned at 4:35 p.m.

Next Regular Library Board Meeting – **May 21, 2024 – Central Library Board Room – 3:30 p.m.**

Chair, Library Board of Trustees

ATTEST
Secretary, Library Board of Trustees

Bellingham Public Library - Performance & Activity Measures, 2024

	April		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	1,650	1,493	7,390	9,135	-19.10%
Electronic copies purchased by BPL	154	124	544	410	32.68%
Physical copies withdrawn from collection	(452)	(369)	(1,749)	(2,367)	-26.11%
Total physical holdings			181,109	179,595	0.84%
Total electronic holdings available to BPL			157,202	138,767	13.28%
Total Holdings (Physical and Electronic)			**338,311**	**318,362**	**6.27%**
Circulation - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
Central Library					
Adult	40,254	41,274	163,950	170,534	-3.86%
Youth	41,564	42,687	160,890	172,273	-6.61%
Sub-Total Central	**81,818**	**83,961**	**324,840**	**342,807**	**-5.24%**
Fairhaven Branch					
Adult	4,857	5,141	19,575	19,328	1.28%
Youth	2,471	2,185	9,502	8,820	7.73%
Sub-Total Fairhaven	**7,328**	**7,326**	**29,077**	**28,148**	**3.30%**
Barkley Branch					
Adult	4,480	4,374	18,427	18,038	2.16%
Youth	3,701	4,094	15,667	16,145	-2.96%
Sub-Total Barkley	**8,181**	**8,468**	**34,094**	**34,183**	**-0.26%**
Bellis Fair Branch					
Adult	1,288	251	4,975	251	
Youth	1,925	116	7,642	116	
Sub-Total Bellis Fair	**3,213**	**367**	**12,617**	**367**	
Bellingham Technical College					
Adult	47	13	115	88	30.68%
Youth	5	3	28	18	55.56%
Sub-Total BTC	**52**	**16**	**143**	**106**	**34.91%**
Whatcom Community College					
Adult	116	154	586	636	-7.86%
Youth	66	77	131	301	-56.48%
Sub-Total WCC	**182**	**231**	**717**	**937**	**-23.48%**
Western Washington University					
Adult	226	184	797	680	17.21%
Youth	59	33	312	160	95.00%
Sub-Total WWU	**285**	**217**	**1,109**	**840**	**32.02%**
Sub-Total Physical	**101,059**	**100,586**	**402,597**	**407,388**	**-1.18%**
Online Services					
Kanopy	1,726	1,663	7,937	7,492	5.94%
NW Anytime Library Overdrive	39,636	35,307	163,723	142,809	14.64%
Overdrive Magazines	4,471	1,911	26,946	7,732	248.50%
Sub-Total Online	**45,833**	**38,881**	**198,606**	**158,033**	**25.67%**
Total Circulation	**146,892**	**139,467**	**601,203**	**565,421**	**6.33%**
Holds Activity					
Items placed on hold shelf	50,099	47,890	210,846	203,726	3.49%
Services					
Persons Visiting - Number of persons counted as they enter the libraries					
Curbside	48	46	171	166	3.01%
Central Library	30,317		118,208		
Fairhaven Branch	3,346		12,574		
Barkley Branch	2,428		10,305		
Bellis Fair Branch	2,041		9,221		
Total Persons Visiting	**38,180**	**46**	**150,479**	**166**	
Website Visits	41,015	39,290	173,626	161,479	7.52%
This count reflects number of visits to www.bellinghampubliclibrary.org					
Bibliocommons Visits	36,141	14,639	124,123	61,434	102.04%
This count reflects number of visits to Bibliocommons					
Total Website Visits	**77,156**	**53,929**	**297,749**	**222,913**	**33.57%**
Computer Usage - Number of sessions					
Central Library					
Adult & Teen (29 terminals)	3,271	2,889	12,746	11,912	7.00%
Childrens (3 terminals)	67	38	273	157	73.89%
Fairhaven Branch (6 terminals)	274	190	971	720	34.86%
Barkley Branch (4 terminals)	168	140	667	546	22.16%
Bellis Fair Branch (4 terminals)	122	0	535	0	
Total Computer Usage	**3,902**	**3,257**	**15,192**	**13,335**	**13.93%**
New Borrowers Registered					
Central Library	606	462	2,531	2,137	18.44%
Fairhaven Branch	34	24	125	116	7.76%
Barkley Branch	26	37	104	135	-22.96%
Bellis Fair Branch	49	20	231	20	
Total New Borrowers Registered	**715**	**543**	**2,991**	**2,408**	**24.21%**
Programs - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	110	100	414	440	-5.91%
Attendees	2,593	2,173	9,900	8,749	13.16%
Volunteer Hours	**329**	**473**	**1,803**	**1,518**	**18.81%**

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

> LIST OF CLAIMS AGAINST THE BOARD OF LIBRARY TRUSTEES AND THE CITY OF BELLINGHAM TO BE CONSIDERED AND
> APPROVED AT THE REGULAR BOARD MEETING OF MAY 21, 2024, IN
> ACCORDANCE WITH RCW 27.12.210 AND 27.12.240.

	VENDOR	AMOUNT
Materials, Equipment and Supplies		
Key duplicates	Accurate Lock & Security	32.81
Books; DVDs; supplies; toner; headsets; IT equipment	Amazon	3,694.69
Books	Baker & Taylor	22,502.04
Mendery supplies	Barbizon	228.85
Periodicals	Bellingham Herald	1,488.62
Summer Reading t-shirt sizing kit	Bellingham Promotional	48.96
Help Desk chair	Blackburn Office Equipment	553.28
Books	Center Point Large Print	103.20
Patron supplies - bottled water	Chefstore	15.22
Periodicals refund	Ebsco Subscription Services	(32.86)
WLA Conference travel fuel	Fred Meyer	34.26
Mendery supplies	Kapco	1,004.30
Read along books	Library Ideas	2,620.46
Books	Manufacturers' News	182.90
DVDs, CDs, recorded books	Midwest Tape	4,056.97
Vehicle fuel	Nelson-Reisner Distributor	218.18
Office supplies	ODP Business Solutions	210.28
Read along books	Playaway Productions	3,304.28
Security Attendant utility belts	Safe Life Defense	607.96
Radios for Security & PIC	SAR Enterprises	7,762.23
Periodicals	Seattle Times	707.20
Labels	Sticky Business	287.64
Bike locks	Target	114.42
Interlibrary loan supplies	ULINE Shipping Supplies	712.27
Copier paper	WCP Solutions	682.34
	Materials, Equipment & Supplies Sub Total	**$51,140.50**
Services and Interfund Charges		
Barkley Branch cleaning	Action Cleaning	814.97
Creative Cloud	Adobe Inc	391.55
Bellis Fair Branch cleaning	Advantage Building Services	1,477.66
IUG Conference baggage fees	Alaska Air	70.00
PLA Conference baggage fee	American Airlines	30.00
Signage	Applied Digital Imaging	1,091.06
Hotspot service	AT&T	18.24
PLA Conference travel reimbursement	Annette Bagley	1,024.68
Preprocessing	Baker & Taylor	5,743.64
Bellis Fair Branch lease	Bellis Fair Mall Territories	5,357.00
Banking & credit card fees	City of Bellingham Interfund	23.72

Computer replacement allocation	City of Bellingham Interfund	14,133.11
Facilities allocation	City of Bellingham Interfund	56,152.52
Fleet Services	City of Bellingham Interfund	820.00
IT Service allocation	City of Bellingham Interfund	28,350.29
Postage	City of Bellingham Interfund	1,589.61
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	2,754.01
Playbook ad - Spring centerfold	City of Bellingham Parks department	1,125.00
Barkley & Bellis Fair Branch water cooler rentals	Clearwater Systems	37.41
PLA Conference travel fees	Colombus Taxi	52.55
Screen connect service	Connectwise	1,148.92
Printing	Copy Source	44.34
PLA Conference baggage fee	Delta Air	30.00
WLA Conference hotel (3 staff)	Doubletree	1,618.92
PLA Conference hotel	The Junto	938.15
Graphic Design	Katrina Lyon Design	1,200.00
Copier leases and copies	Kelley Create	149.61
Bellis Fair Branch waste service	Keter Environmental	112.82
Translation services	Language Line	67.50
IUG Conference hotel	Marriott	1,099.40
IUG Conference travel reimbursement	Jon McConnel	1,238.41
IUG Conference travel	Metrocab	70.95
Preprocessing	Midwest Tape	520.10
Electrical for library counters	Mills Electric	7,639.90
Trustee photo	Radley Muller	190.75
eBooks, eAudiobooks	Overdrive Inc	6,689.00
Bellis Fair internet service	Pogozone Wireless	367.49
PLA Conference hotel	Renaissance Hotel	595.74
Digital subscription	Seattle Times	19.96
Video footage	Security Solutions	38.08
Public copier scan to email software subscription	SMTP2GO	10.00
Barkley Branch operating costs	Talbot Services LLC	533.33
Microfische machine lease	Technology Unlimited	339.46
Borrower notices	Unique Management	233.80
PLA Conference travel reimbursement	Jennifer Vander Ploeg	574.51
Hotspot service	Verizon Wireless	1,360.34
1st Q borrower notices	WCLS	2,257.09

Services and Interfund Charges Sub Total $170,280.22

Gift Fund

Light therapy lamps; Community Voice kits	Amazon.com	245.91
Books	Baker & Taylor	720.10
Nooksack Salmon Release party	Blackhawks Singers	500.00
Learning Together Forums (LTF)	Chefstore	12.29
Nooksack Salmon Release party; LTF	Costco	164.99

Author speaker honorarium	**Parisa Emam**	**250.00**
Translation services - Summer Reading	**Language Exchange**	**390.00**
Nooksack Salmon Release party	**McKay's Taphouse**	**262.74**
Teen programming	**TEMU**	**93.79**

	GIFT FUND OUTLAYS Sub Total	**$2,639.82**

Total General Fund claims   **$221,420.72**

Total General Fund & Gift Fund claims   **$224,060.54**

City of Bellingham

Library - Budget to Actual - General Fund
April 2024 33% YTD

	YTD Actuals	Starting Budget	Updated Budget	Updated Remaining	% Starting Complete	% Updated Complete
Revenues						
Grants	0	0	0	0		
Print and Copy Fees	5,500	15,000	15,000	9,500	37%	37%
Lost, Damage & Non-resident Borrower Fee	3,195	16,100	16,100	12,905	20%	20%
Fairhaven Auditorium Rental Fees	0	5,000	5,000	5,000	0%	0%
Miscellaneous Revenues	317	0	0	(317)		
Total Revenue	**9,012**	**36,100**	**36,100**	**27,088**	**25%**	**25%**
Expenses						
Salaries and Wages	1,149,523	3,395,151	3,596,148	2,446,626	34%	32%
Personnel Benefits	574,965	1,671,856	1,817,162	1,242,197	34%	32%
Physical Materials, Equipment and Supplies	114,652	382,965	365,845	251,193	30%	31%
Services, Digital Materials and Interfund	923,742	2,207,662	2,196,226	1,272,483	42%	42%
Automated Materials Handler expansion		35,000	35,000	35,000	0%	0%
Total Expenditure	**2,762,882**	**7,692,634**	**8,010,381**	**5,247,499**	**36%**	**34%**

Library - Budget to Actual - General Fund
April 2024 33% YTD

	YTD Actuals	Starting Budget	Updated Budget	Updated Remaining	% Starting Complete	% Updated Complete
Revenues						
Donations	47,717	150,000	150,000	102,283	32%	32%
Total Revenue	**47,717**	**150,000**	**150,000**	**102,283**	**32%**	**32%**
Expenses						
Gift Fund expenses	9,261	150,000	122,141	112,880	6%	8%
Total Expenditure	**9,261**	**150,000**	**122,141**	**112,880**	**6%**	**8%**

DIRECTOR'S REPORT FOR May 21, 2024

As part of the Mayor's [Executive Order](#) and our work with the all-County [MAC group](#) to address the opioid crisis, the Library will be hosting an all-community educational event on addiction this fall. Sea Mar physician Dr. Shannon Boustead has accepted an invitation to be the featured speaker after a lengthy selection process with our partners at Compass Health. Planning for the fall event will kick-off on May 23. (Rebecca Judd, Library Director)

WELCOME & INCLUDE

Library Security and HEART: Since the end of January 2024, the Security Team and HEART have been collaborating to create a safe and welcoming shared public space. It has been wonderful to watch them learn from each other and build upon the culture of empathy and support that security staff had already established. The work they do to de-escalate situations, enforce Rules of Conduct and refer patrons to additional services has a positive impact on library patrons, library staff, and our community as a whole. I hear appreciation for the work they do every day and wanted to shine a light on their successes for the board to recognize. (Katrina Buckman, Head of Public Services)

Measuring change: Jan-April 2024 statistics from the HEART team have been compiled and are included below. Of note, Library HEART Specialists were embedded starting February 1, 2014, however Lake Whatcom Center provided support from Case Managers during severe weather events in January, due to an anticipated need for additional assistance with resource navigation. In June, I will be sharing statistics which illustrate changing patterns in Library incidents. (Katrina Buckman, Head of Public Services)

2024 HEART Support (Jan - April)					
	January	February	March	April	Totals
Total Number of Individuals Served	12	79	148	204	443
Total Number of Unduplicated Individuals Served	12	28	37	48	125
Individuals that were Referred to Another (non-inpatient) Agency	0	30	49	100	179
Number of Individuals Entered into a more restrictive Setting (i.e. ER, Crisis Triage, Detox, jail, etc)	0	2	7	0	9
Total Number of BPL Staff Trained in Mental Health First Aid				3	3
Total Number of Staffed Hours at the Bellingham Public Library	6	233	252	242	733

Welcome brochure: A new version of the BPL Welcome brochure is in progress, to be worked on this summer and fall, with versions in English and Spanish. This is offered to patrons when they sign up for a Library card and can be used for Library outreach. (Annette Bagley, Head of Community Relations)

Signage projects: A variety of library signage projects have been identified to work on this summer and fall at all four locations, including signs for: RCW 9.41.300, Bike security, Use of Library outdoor spaces, español to indicate Spanish collection, and more. (Annette Bagley, Head of Community Relations)

ACCESS & OPPORTUNITY

ADA door opener at Barkley: We received permission in April from Talbot Company to install an ADA door opener at the Barkley location. Quotes for the door opener and electrical work needed have been received and the requests for contracts have been submitted to the City Purchasing department. Once contracts are written up and signed, parts are expected to take roughly 6-8 weeks to arrive with installation taking place soon after they are received. (Jen Vander Ploeg, Head of Operations)

Language access for Summer Reading: Sixteen versions of the BPL Summer Reading Activity Cards are now available online at BellinghamPublicLibrary.org/Summer-Reading, including versions in English, Spanish, Russian and Vietnamese for Early Learners, Kids, Teens and Adults. Summer Reading is officially June 1 – August 31. (Annette Bagley, Head of Community Relations)

READ & LEARN

Summer Reading begins June 1: We are thrilled to invite community members of all ages to participate in our Summer Reading program, June 1 – August 31. We have four categories this year:

- Early Learners: Kids ages birth – 5 years are invited to complete activities that get them talking, singing, reading, writing and playing! When done, finishers will receive a free book, finger puppet and Summer Reading SUPERSTAR yard/window sign.
- Kids: Kids ages 5 – 12 are invited to set an individual goal for their reading this summer. When done, finishers will receive a free book, mystery coupon from a community partner and Summer Reading SUPERSTAR yard/window sign.
- Teens: Youth ages 12 – 19 are invited to complete any five squares on their Summer Reading card. Finishers receive a free book and are entered to win prize drawings.
- Adults (18+) are invited to complete any five squares on their Summer Reading card. Finishers will be entered to win prize drawings.

Events this summer include Library Night with the Bellingham Bells (June 20), two Children's Craft Fairs, crafts, Lego building, graphic novel book club, storytimes and more! Thank you to the Friends of the Bellingham Public Library who sponsor Summer Reading, and to our many local businesses who sponsor the mystery coupon program for children. (Bethany Hoglund, Deputy Library Director)

Learning Together Forums: The Library's partnership with [WWU's Sustainability Engagement Institute](#) and [Center for Community Learning](#) has continued to be successful this spring, as we have invited the public to a free, four-part series to share hopes and challenges related to creating a more sustainable region and meet others doing inspirational work. The final forum at the Central Library Lecture Room will be Thursday, May 30, 2:30-4:00 pm on the topic *Toward a Fair and Just Future*. All are welcome to attend. No registration necessary. (Annette Bagley, Head of Community Relations)

Collection changes: Two coming changes to Collections are worth noting. First, we are expanding the number of Collection Codes for our Spanish-language items. Having more precise Collection Codes will aid in shelving and finding items on the shelves. Currently there is a mismatch between how some Spanish-language items are represented in the catalog and what is on their spine label, and this project will fix that mismatch. This project has been driven by Librarian Ali Kubeny, the Spanish-language selector. Second, we are going to be renaming the Collection 'Wonderbook' to 'Read Along'. 'Wonderbook' is a brand name of the first publisher of book+MP3 read-along items we added to our collection. We have since started purchasing the same type of items from another vendor, Vox Publishing, so it seems inappropriate to continue using the brand name. Our Processing Specialist Amy will have some relabeling to do! (Jon McConnel, Head of Digital Services)

INFORM & INVOLVE

All Hands Whatcom: BPL continues to work with the All Hands Whatcom planning team, which will present a second summit on Tuesday, June 25 and Wednesday, June 26 at Bellingham High School. This year's topic is supporting youth in our community. Details and registration are at [ChuckanutHealthFoundation.org/allhands/summit2024.](#) (Annette Bagley, Head of Community Relations)

APIDA Heritage Month celebration: BPL and the City of Bellingham are actively participating in the Community Consortium for Cultural Recognition partnership with Bellingham Public Schools, Bellingham Technical College, Northwest Indian College, Western Washington University and Whatcom Community College. On Tues., May 14 the CCCR celebrated Asian Pacific Islander Desi American (APIDA) Heritage Month with a festival at Whatcom Community College. Huge thanks to Miranda LeonJones for representing the Library on the core planning team. (Annette Bagley, Head of Community Relations) **Photo: Miranda at APIDA Heritage Month**
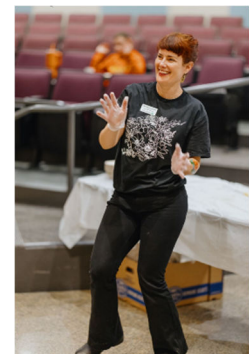
THRIVE & GROW

Polaris server move: Between closing at 5pm on Sunday May 5 and reopening the next morning, our vendor-hosted instance of the enterprise software system, Polaris, was moved from a datacenter in Oregon to a datacenter near Seattle. Clarivate has been working on consolidating the cloud computing of the various subsidiaries it has acquired, and our instance of Polaris was on the tail-end of that process. III's

datacenters are being phased out, with everything they hosted being moved into datacenters managed by ExLibris. With over two years of experience with these migrations, the process generally went smoothly, a bit better than my expectations. Staff have seen minimal disruption; patron access to remote services was almost completely restored by noon on Monday the 6th; and authentication traffic was back to its previous level of security by mid-day Thursday the 9th. The primary tasks on our end were coordinating with third-party vendors who needed to know that our system would have a new internet address, and updating the locally-installed software used by about 15 staff members on their computers – thanks to Doug & Paul for getting the new package installed so quickly on Monday! (Jon McConnel, Head of Digital Services)

Conference report - YALL Fest West by Teen Services Librarian Jennifer Lovchik: "I was lucky enough to attend YALL WEST on May 3 & 4, 2024. YALL WEST is a mostly free festival celebrating middle grade and young adult authors and literature that takes place in Santa Monica annually. This year's event marks the tenth year of YALL WEST and it was packed with teen authors, events, and fans. On Friday, May 3rd at the Santa Monica Public Library, I attended the preview event called "Fierce Friday," where I was able to meet authors and celebrate with other fans and advocates our love of young adult literature. At the main event on Saturday, from 9am to 6pm, I joined hundreds of other readers as we attended author signings, panels, and special ticketed events. Over the two days of events, I was able to meet and speak with authors such as Angie Thomas (*The Hate U Give*), David Silvera (*They Both Die at the End*), Jason Reynolds (*Long Way Down*), Aiden Thomas (*Cemetery Boys*), Alan Gratz (*Refugee*) and more! I was also able to talk with teens and adults, including book bloggers, booktok reviewers, teachers and publishing industry folk. It was an amazing opportunity that I will not soon forget." (Bethany Hoglund, Deputy Library Director)

Facilities round-up:
- **Freight elevator, Central:** We've been pursuing a remedy for two outstanding issues with the freight elevator modernization project – a constant beeping alarm that has been chirping since the elevator has been put back into service, and the manual elevator doors being very heavy to operate. The noise issue was recently resolved, and we are continuing to follow up on our request to have the doors on each floor greased and the door weight properly balanced so that staff can operate them more easily.
- **Main floor restrooms, Central:** The last door opener has finally been replaced on the main floor restrooms and both are now operational. All of the mechanical hardware has now been completely replaced, and the contractor was able to correct some other issues during that replacement.
- **Front doors, Central:** We've had a few issues with the main front doors at the Central Library that required us to power off the doors and use blocks to ensure the doors remained secure during closed hours for a few weeks. The issues were fixed by door contractors and things seem to be operating as intended again thankfully. (Jen Vander Ploeg, Head of Operations)
- **Restroom ventilation, Fairhaven:** Public Works is in the final stages of adding proper ventilation in the Fairhaven restrooms. Our air quality sensors highlighted a likely issue several months ago. Public Works investigated the concern and it led to the discovery that the ventilation in all of the Fairhaven restrooms had been defunct for many years. Wiring and exhaust fans have been reinstalled, and the unit for the roof is expected to be installed soon to wrap up the project.
(Jen Vander Ploeg, Head of Operations)

Respectfully submitted,
Rebecca Judd

Title: 4.101 RULES OF CONDUCT

Code: 4 Public Services
Chapter: 4.100 Conduct

Type of Policy: Departmental
Date Developed: 20 August 2002
Date Revised: 18 September 2007, 26 August 2008, 23 February 2009, 18 June 2013, 17 June
                        2014, June 19, 2018, November 16, 2018, December 19 2023, May 21, 2024
Revised by: Pam Kiesner, Beth Farley, Rebecca Judd
Developed by: Julie Carterson
Approved By: Library Board of Trustees

Cancels: Section VI, Public Services Policies, Rules of Conduct

See Also: **Library procedures:**
                        4.101.104 Trespassing a person
                        4.101.105 Immediately trespassing a person
                        4.101.109 Deciding the length of an exclusion or trespass
                        4.101.110 Appealing a trespass
                        4.401.101 Internet time limit abuse

                        Codes and Laws:
                        RCW 27.12.290 Violators may be excluded
                        RCW 9.41.300 Weapons prohibited in certain places

Scope
This policy applies to all visitors to all facilities and properties of the Bellingham Public Library. Parents or caregivers are responsible for the behavior of minor children in their charge.

Definitions
Exclusion: a person is asked to leave the library and not return for a period of time less than one (1) month. Library staff person in charge may make the decision to exclude immediately or after consultation with other staff. The police are not involved in determining exclusions. An incident report is created.

Library property: at the Central Library, the property includes the entire block bordered by Central, Commercial, Lottie and Grand, not including the right of way. At the Fairhaven Branch the property includes the entire parcel of land surrounding the library, not including the right of way. At the Barkley Branch, the property includes the area directly in front of the Branch, not including the right of way. At the Bellis Fair Branch, the property includes the library returns boxes located on mall property outside the leased space.

Minor: person under the age of eighteen (18).

Trespass: a person is legally barred from entering any library property for a period of time ranging from one (1) month, three (3) months, six (6) months, one (1) year, or up to five (5) years. Under extraordinary circumstances, a person may be trespassed permanently. The person's library card is deactivated for the same length of time as the trespass.

Person in Charge (PIC): If the incident originates at the Central Library: The Security and Information Attendant on duty is the Person in Charge. In their absence, the Person in Charge (PIC) at the Help Desk is responsible.
For incidents at the Barkley, Bellis Fair or Fairhaven Branch: The PIC is the staff member with the highest classification.

Policy/Conditions

1.   **Library Board of Trustees defines acceptable library behavior by creating rules**

of conduct.

The Library exists to serve the community's information needs. The community expects a safe and appropriate library environment so all visitors may access library resources and services.

Rules of conduct define acceptable behavior in the library and on library property and provide for personal safety as well as for the protection of materials, property and facilities.

Rules of conduct will be applied respectfully, fairly and consistently.

Exceptions must be authorized by the Library Director or designee.

2. **Library staff are responsible for applying Rules of Conduct.**

    Failure to comply with a reasonable staff request may result in a loss of library privileges. Willful or persistent violation of the rules will result in a loss of library privileges, which may include service limits or exclusion or trespass from the use of all facilities of the Bellingham Public Library.

3. **Disruptive behavior that unreasonably interferes with use of the library by other users or inhibits staff or volunteers from performing their duties may result in loss of library privileges.**

    This behavior includes but is not limited to:

    - Sleeping
    - Using audio equipment that disturbs others
    - Screaming, loud talking, and boisterous behavior
    - Inappropriate attire, including not wearing shirt or shoes
    - Loitering
    - Offensive bodily hygiene
    - Prolonged staring at others
    - Intoxicated behavior
    - Not following the Guidelines for Computer Use, including abusing Internet time limits
    - Not following Meeting Room Use Rules or failing to follow other established library requirements
    - Accessing identified staff-only areas of the library without authorization
    - Other behavior which unduly disturbs others

4. **Use of any Bellingham Public Library facilities, property or equipment for purposes not intended may result in the loss of library privileges.**

    Such uses include, but are not limited to:

    - Using scooters, skateboards, roller skates, bicycles or any wheeled footwear in the building
    - Bringing into the library personal items that restrict movement and access, and exceed more than a reasonable amount of individual personal space, such as will fit safely under the table or chair that is occupied
    - Bringing in personal belongings that may damage library property or that create a safety hazard
    - Leaving personal effects unattended
    - Using the restrooms for bathing, shaving, washing hair or clothing
    - Camping on library property, indoors or outdoors

- Distributing literature, gathering signatures, soliciting contributions or conducting surveys inside the library or on library property

5. **Behavior that endangers library users, staff or volunteers will result in immediate trespass.**

   These behaviors include but are not limited to:

   - Abuse of equipment
   - Destruction or defacement of property
   - Physical activity dangerous to others
   - Sexual misconduct such as exposure or sexual harassment
   - Stalking
   - Verbal or physical threats, harassment or intimidation
   - Illegal conduct

6. **Small, discreet packaged snacks and covered drinks may be consumed in the library, except near Library computers/electronics and during storytime programs.**

   - In accordance with Meeting Room Use Rules, food and drink are allowed in the Lecture Room, Conference Room, Fireplace Room and Northwest Room.
   - The Auditorium at Fairhaven Branch Library is managed by the Parks Department and is subject to their user agreement rules.

7. **A trespass may be issued for disobeying the direction of a library staff member and for remaining on library property when requested to leave for violations of law and/or library policies.**

   Library staff determine the length of the trespass and the Police serve the trespass. Library staff member in charge may make the decision to trespass immediately or after consultation with other staff. An incident report is created.

8. **Pursuant to RCW 9.41.300, firearms or weapons of any kind are prohibited on Library premises.**

   Weapons are defined as any firearm, explosive, or any weapon of the kind usually known as slungshot, sand club, or metal knuckles, or any knife, dagger, dirk, or other similar weapon that is capable of causing death or bodily injury and is commonly used with the intent to cause death or bodily injury.

9. **Smoking, including the use of e-cigarettes, is not permitted in library facilities or on library property.**

10. **Service animals are permitted in the library, so long as the handler ensures appropriate behavior of the animal and remains with the animal while in the library. No other animals are permitted in library facilities.**

11. **A trespass may be appealed.**

    A person trespassed from the library may appeal the trespass. Written trespass appeal procedures are available to the public, and online [here]. The Library Board of Trustees may approve, modify or reverse any staff actions. The Board reviews all trespasses that are issued for five years and over.

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

Bellis Fair Branch Pilot Project

First-Year Report

This report to Bellingham Public Library's Board of Trustees reflects on the first year of the Bellis Fair Branch.

Designed as a pilot project to trial providing library services on the north side of Bellingham, the Bellis Fair Branch opened to the public on April 26, 2023. Prior to being configured as a public library, Suite 616 (formerly a Christopher & Banks) was temporarily used for about a year as a space to hold library storytime programs. BPL began holding children's programming at the mall in April 2022 when the facility was owned by Brookfield Property Partners, and continued after it was sold to 4th Dimension Properties in Dec. 2023 until renovation of the branch began in earnest in March 2023.

Figure 1. Little Storytime at the Mall, 2022

The City entered into an agreement to lease the space for two years for use as a full branch library. Some minimal renovation was done, and the new branch opened to the public with a ribbon-cutting ceremony on April 26, 2023.

Figure 2. Library Director Rebecca Judd Speaking at the Grand Opening

Figure 3. Ribbon-Cutting by Mayor Seth Fleetwood and Cordata neighborhood advocate Julie Guy

Included in the agreement to lease the space was the ability for the library to install one indoor returns bin (AKA 'bookdrop') outside of the branch library space, and one drive-up returns bin outdoors on the mall property.

Figure 4. Drive-up Exterior Returns Bin

Figure 5. First Use of the Interior Returns Bin

Hours of Operation

The Bellis Fair Branch opened with these hours, which have been maintained so far:

Sun	1 – 5
Mon	Closed
Tue	Closed
Wed	2 – 6
Thu	2 – 6
Fri	2 – 6
Sat	11 – 6

This totals 23 public service hours per week.

In addition, there have consistently been Storytime programs between 10am and noon on Wednesdays. This adds two hours of partial public service since patrons attending the programs are allowed to check out their holds.

Staffing

Bellis Fair has been staffed by two Public Service Clerks and one Library Assistant during regular public service hours.

> Clerks: 5 x 2 = 10 hours Sun., Wed., Fri.
>
> 5.5 x 2 = 11 hours Thu.
>
> 7.25 x 2 = 14.5 hours Sat.
>
> TOTAL: 55.5 hours/week
>
> Library Assistant: 26 hours/week: 5 hours per open day except 6 hours on Saturday.

Programming & program attendees

After a construction hiatus, programming resumed in the newly-opened branch in May 2023.

Programs held at the new branch have included:

- Little Storytime
- Preschool Storytime
- Cuentos y cantos/Stories and Songs
- Tech Basics Coaching (no longer counted as a 'program')
- Craft Fair (in the mall interior)

	Programs	Attendees	Attendees/ program
Apr-23	0	0	
May-23	8	134	16.8
Jun-23	8	180	22.5
Jul-23	16	252	15.8
Aug-23	5	475	95.0
Sep-23	12	180	15.0
Oct-23	16	322	20.1
Nov-23	12	254	21.2
Dec-23	0	0	
Jan-24	16	353	22.1

Feb-24	18	426	23.7
Mar-24	18	475	26.4
Apr-24	15	330	22.0
TOTAL	144	3,381	23.5

The attendance number in August 2023 is primarily the estimated impact of the mall Craft Fair.

Bellis Fair Programs
April 2023 - April 2024

Bellis Fair Attendees per Program
April 2023 - April 2024
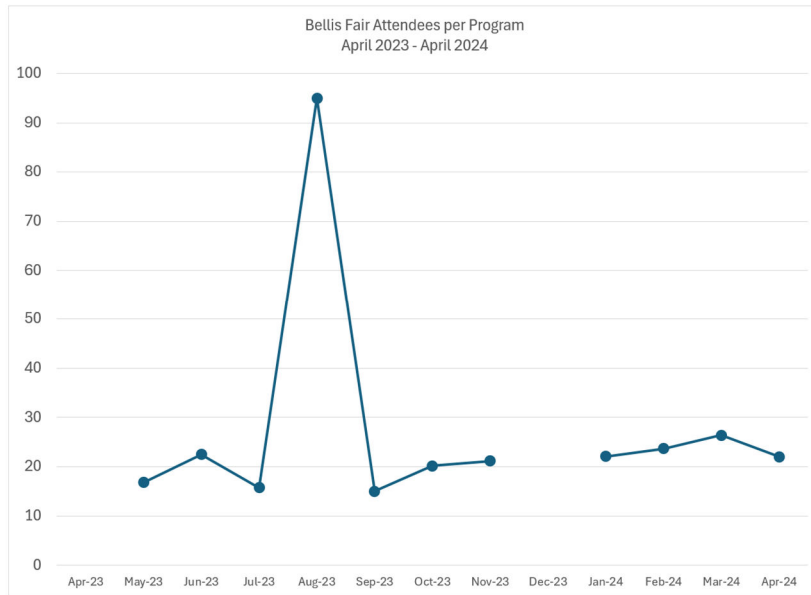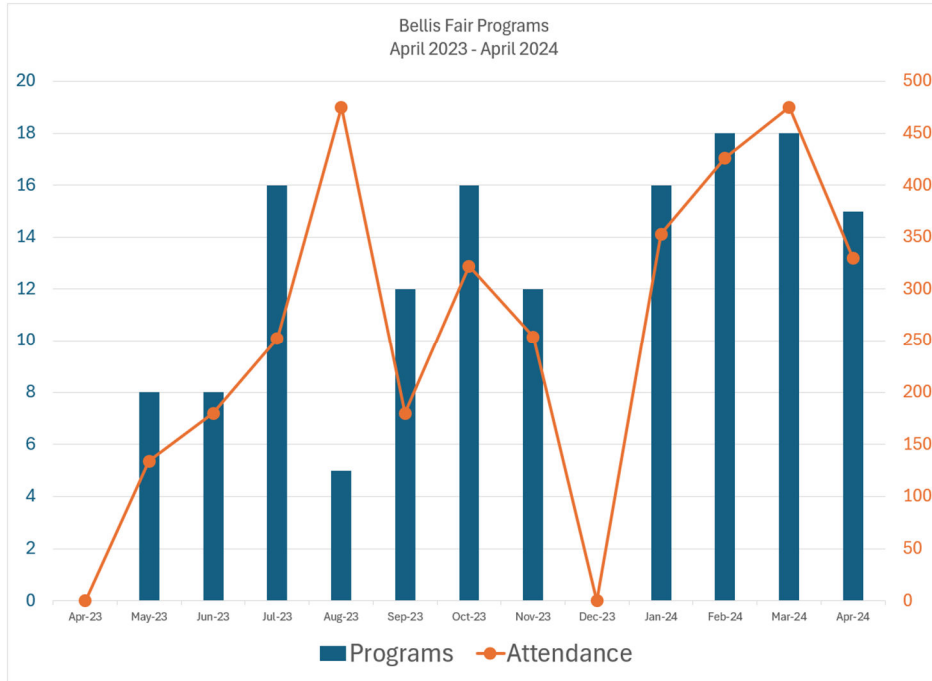
Check-Out

Check-outs at Bellis Fair have a bit of a roller-coaster look, but this tracks pretty closely with what's seen at the other branches. Check-outs at Bellis Fair grew each month from opening through August, declined from Sept. – Jan., grew in Feb. & Mar., dropped in April.... However, as a percentage of branch check-outs, the data looks steadier. It started off at 13% in April, dropped in May, recovered in June, basically held around 15% from there before peaking in March at 18%. The first-year split for Bellis Fair was 15% of branch checkouts, and 3% of overall physical checkouts among BPL locations.

Check-Outs by Branch
4/26/2023 - 4/30/2024

Barkley   Bellis Fair   Fairhaven

% of Branch Check-Outs
4/26/2023 - 4/30/2024

Barkley   Bellis Fair   Fairhaven
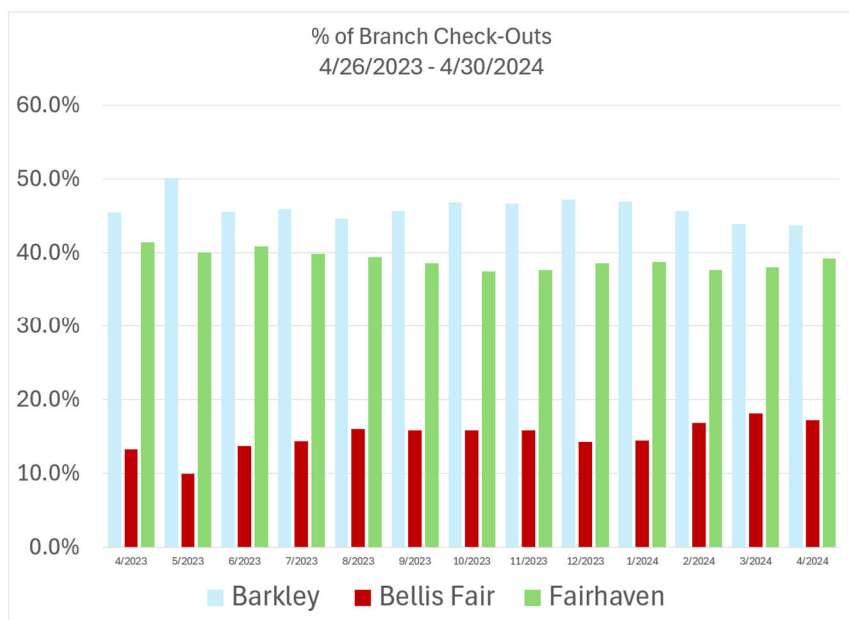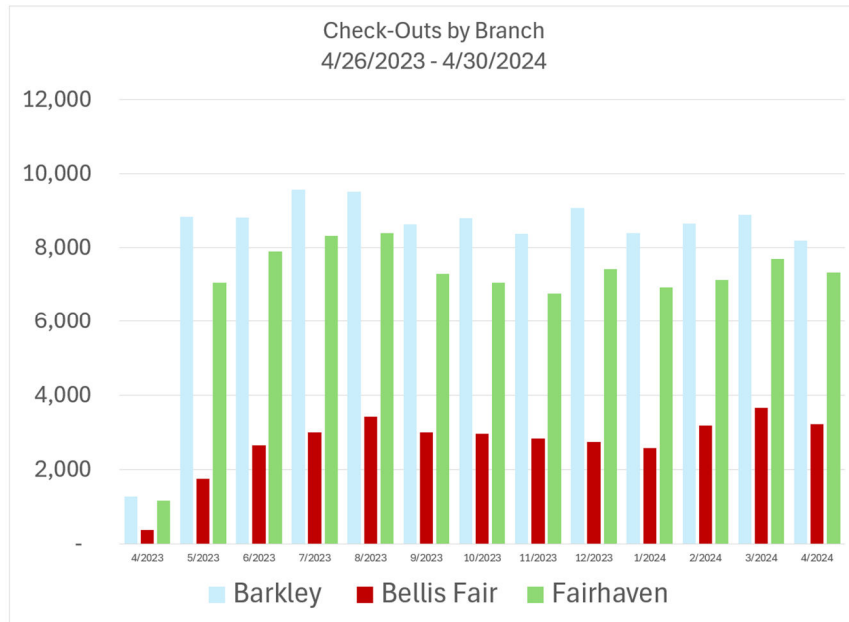
Check-In

Check-In activity at Bellis Fair increased steadily from April through August 2023 before settling into a steady rate of about 13% of total check-ins at branches. Barkley averages just under 50% of branch check-ins, with Fairhaven a little under 40%.

System-wide, the Central library has 75% of check-in activity. Barkley had 12%, Fairhaven 9.5%, and Bellis Fair trailed the other branches with 3.2% of total check-ins.

Check-In at Branches
4/26/2023 - 4/30/2024
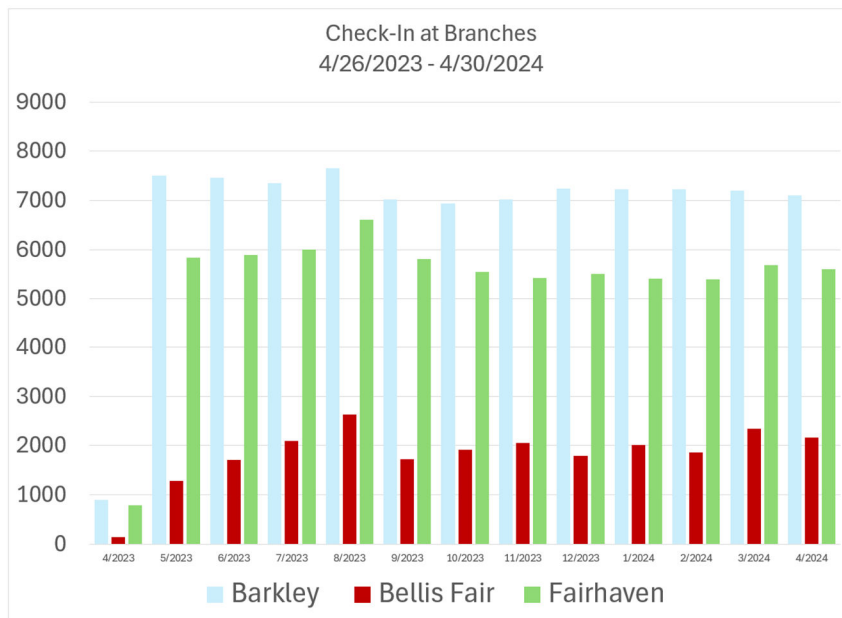
Visits

Two different people-counter systems were in-use at Bellis Fair over the course of its first year. It opened with one system, a second system was installed in late fall, and we had overlapping counts for two months. The counts were very closely correlated between the two counting systems, with only about a 3% difference in their numbers (which is very close compared to what was seen at locations using a different counting system). The new system provides much more granular data, though – from the first system we have daily counts, while the second system reports hourly.

We saw traffic at Bellis Fair increase through June, slip back during the summer and remain steady in early fall before showing a gradual increase through the winter. Traffic dropped substantially in April 2024 as the weather improved and fewer folks were looking for indoor pursuits.

For branches other than Bellis Fair, evidence showed the old counters over-counted by between 15% and 60%. This makes comparing the Bellis Fair counts to other branches invalid for 2023 apart from the general direction of change in use for each branch.

In the first 4 months of 2024 Bellis Fair had just under 29% of branch traffic, compared to 32% for Barkley and 39% for Fairhaven. During that time the Central library had nearly 79% of total traffic, with the branches taking 8.4% (Fairhaven), 6.8% (Barkley), and 6.1% (Bellis Fair).

Branch Door Counts
April 2023 - April 2024
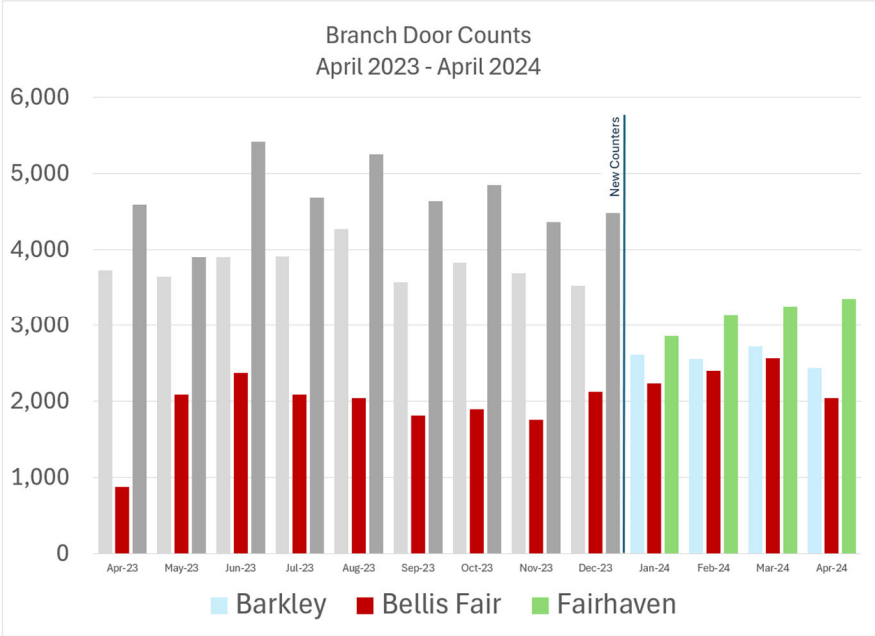
We have hourly data from the new people counter system for Bellis Fair starting in December 2023. The top three busiest hours so far are all on Saturday – 3pm, 11am, and 2pm, with the next two busiest being Sunday at 4pm and 1pm. Wednesday at 10am is 6th – that's one of the Storytimes, and officially the branch isn't open.

Traffic by Day-Time Part for 02 Bellis Fair

Last 6 Months - Dec 2023 to Apr 2024 by Day-Hour
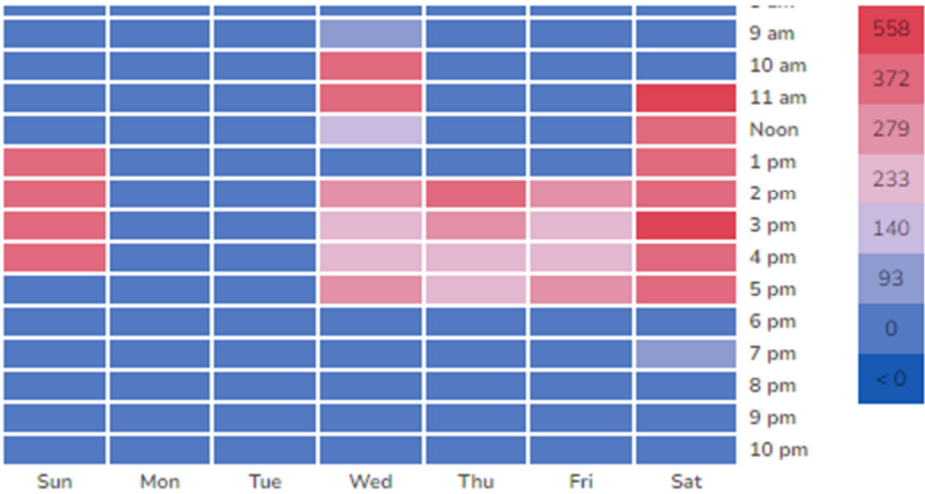
The numbers in the legend show breakpoints in the sum total of entrances for each hour for each day of the week from December through April.

Card Registration

Patron registration for library cards was strong at Bellis Fair over its first year. Approximately twice as many patrons registered at Bellis Fair compared to the other branch libraries. About 50% of patrons who registered at a branch did so at Bellis Fair, with Fairhaven and Barkley each registering about 25%.

However, the three branches combined only accounted for 15% of total card registration, so Bellis Fair accounted for about 7.5% of total patron registration. Most registration is counted at the Central Library, which gets much greater foot traffic and also the online registrations are counted at Central.
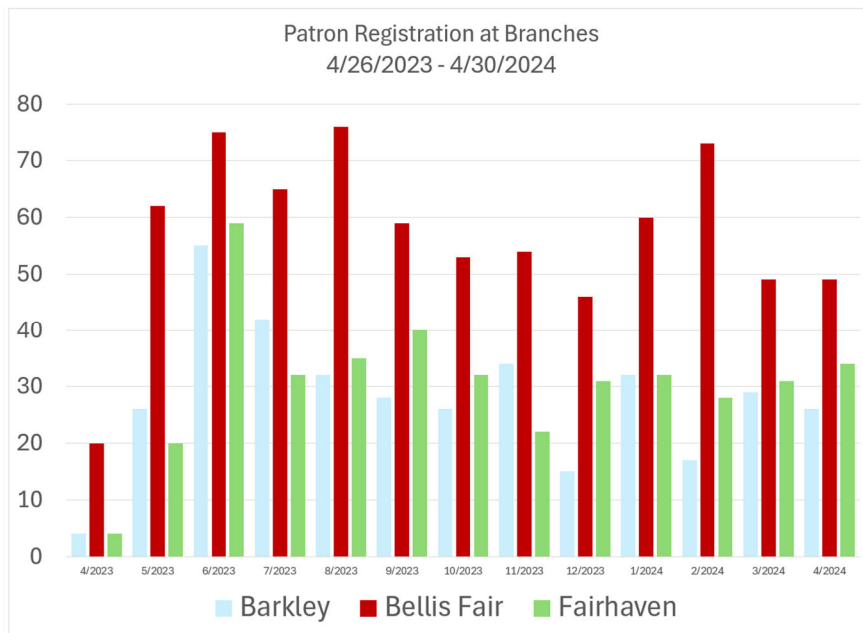
Staff feedback

Staff were asked to provide feedback on working at the Bellis Fair branch.

Linda Barton: "100% of folks are thrilled that we're at the mall. Love the convenience and free parking. The early learning center (kid zone) is super popular. Seems like we register a lot of new users. Hopefully we'll get busier, it's never very busy."

Ali Kubeny: "Hosting Cuentos y cantos/Stories and Songs—our Spanish and English bilingual storytime—at the mall has been a wonderful way to reach new patrons. Thanks to the Bellis Fair branch's convenient location near the mall's Tot Lot play area, I'm able to invite families who are simply visiting the mall to join us for storytime. Almost every single week a new family joins us, including multiple Spanish-speaking families. It's really wonderful to be able to meet people where they are."

Lori Riggleman: "I've worked at Bellis Fair as an LA, and I've often received comments and compliments from the community about the library branch. Mostly people say they are glad we are there. I've also noticed a big upturn in holds and returns at the branch. Seems people have discovered it as a convenient location."

Andrew Suda: "All of the feedback I've received at the Bellis Fair branch has been positive. I've had patrons express gratitude about the proximity of the library to their residence. Patrons have commented on how inviting and bright the library is. There have been positive comments regarding the layout and drive up book drop. My favorite thing about working at the Bellis Fair branch is listening to all of the happy kids playing behind me in the early learning center. In fact, my three year-old has come to the library during my shift and run right past me to play in the early learning center. I believe the location inside the mall is great with foot traffic coming from the toddler area, arcade, makerspace, mini golf, Dick's, and Target. I often hear mall patrons commenting about the library while passing by. It still feels like many don't know that the mall branch exists."

Bethany Hogland shared that we've had patron feedback asking that the branch be open more hours in the morning.

Social Media

Social media posts specifically dealing with the Bellis Fair Branch and activities there have dramatically over-performed, particularly on Facebook. Three of the top four BPL Facebook posts over the past year have been focused on the mall branch, and three of the top five days for overall Facebook 'Reach' were when those posts went out.

BPL's Top Performing Facebook Posts, April 24, 2023 – April 30, 2024:

1. April 25, 2023 – reach of 48.3 K (**Bellis Fair opening**)
2. April 9, 2024 – reach of 17.7 K (Library Worker's Day photo of all staff)
3. April 26, 2024 – reach of 17.1 K (**Bellis Fair anniversary**)
4. April 10, 2024 – reach of 14.4 K (**Cuentos y Cantos at Bellis Fair Branch**)
5. Nov. 7, 2023 – reach of 13.1K (Author Jeff Kinney visits BPL)

Facebook reach ⓘ

164.5K ↑ 44.7%
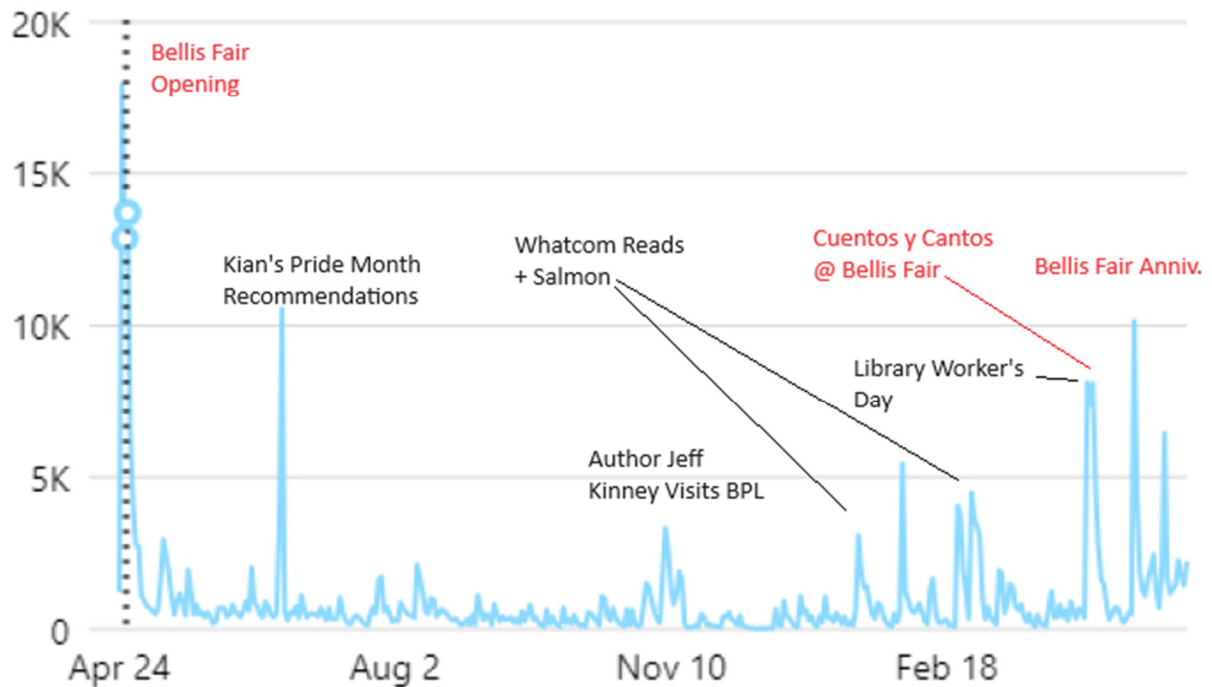
Some comments on the April 25, 2023 pre-opening day Facebook post:

- Cathy Thompson: Congratulations 🎉🎉🎉 and welcome to our neighborhood! We are so fortunate to have you close by FINALLY!
- Colleen LaBotz: This is the best news. No more parking meters to feed for a library visit.
- Debra Wilson: Nice to see enthusiasm in the community about the addition of a Library at Bellis Fair! 👍

Some comments on the April 26, 2024 anniversary post:

- Denise Gilbertson: Everyone at this branch is so friendly and helpful! I'm so happy to have this branch so close to my neighborhood; I hope it will stay around for a long time - Happy Anniversary!
- Shana Axelson: Wow we stopped by today and didn't even realize. Happy birthday!
- Jazmin Rdz: Been wanting to stop by !

Computer Use

Computer use at the Bellis Fair branch has generally been trending upward. We had an initial surge in May 2023 when they first became available, then a drop in the second month before a fairly steady increase that put the intensity of use right in the same league as the other branches in February. Since then use at the mall has dropped off a little.

The figure divides the number of sessions on the Public Internet and Internet Express computers by the number of those computers at each branch in order to provide comparable figures on rate-of-use.
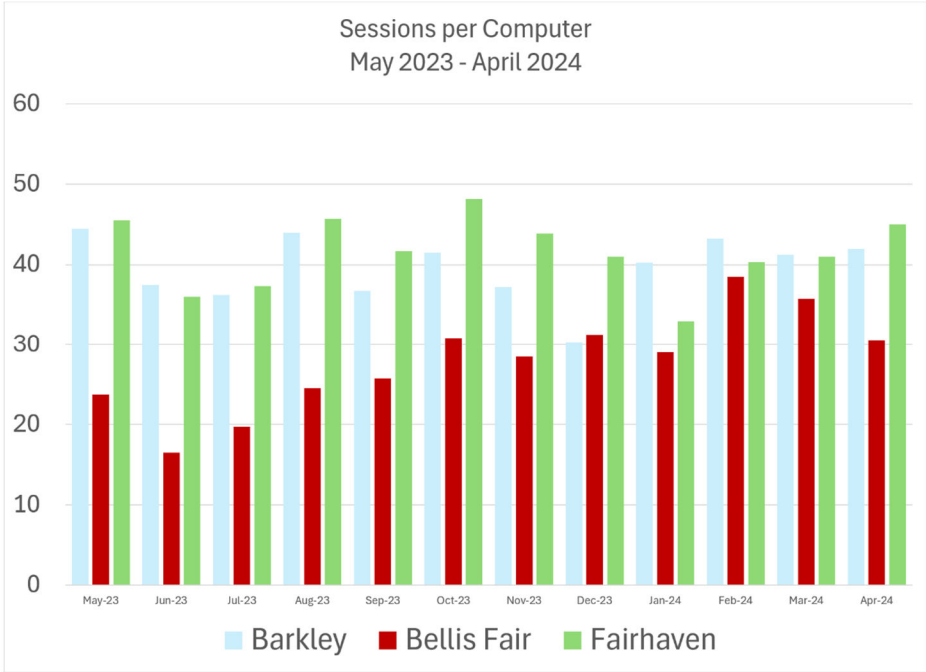
Note: the chart excludes the Children's computer at Fairhaven from the rate calculation.

Costs

Here are some of the on-going costs of running the branch, not including staff.

	Average Monthly Expenditure
Lease	$ 5,357
Custodial	$ 1,478
Heat (Natural Gas)	$ 31
Garbage & Recycling	$ 116
Internet	$ 367

Final Amenities

Not everything was ready on opening day, but we didn't let that stop us from opening! Portable shelving units hadn't arrived, nor a high table, nor the newspaper & magazine stand. Public computers became available May 1st, the outdoor returns bin was finished by mid-May, and the self-checkout machine came online May 16. The interactive panel designed for the early learning space were installed in October. A credit card reader for taking payments was working starting mid-October. Scan-to-email on the public copier/printer became available April 1, 2024.

Figure 6. Aug. 2023 - More Complete

Figure 7. Bergeron Interactive Panel, installed Oct. 2023

Compare to Barkley's First Year

Barkley Branch opened Sept. 13, 2008. Circulation at Barkley that first year was well above what was seen at Bellis Fair in its first year, and Barkley had more consistent growth throughout that year. But for context, we also start lending ebooks in 2008 and were seeing 300 ebook circulations per month. Now we see over 40,000 ebook checkouts per month, and Barkley's physical circulation is nearly the same as it was in 2009.

Check-Outs by Branch
4/26/2023 - 4/30/2024 and
Barkley 1st Yr 9/13/2008 - 9/30/2009
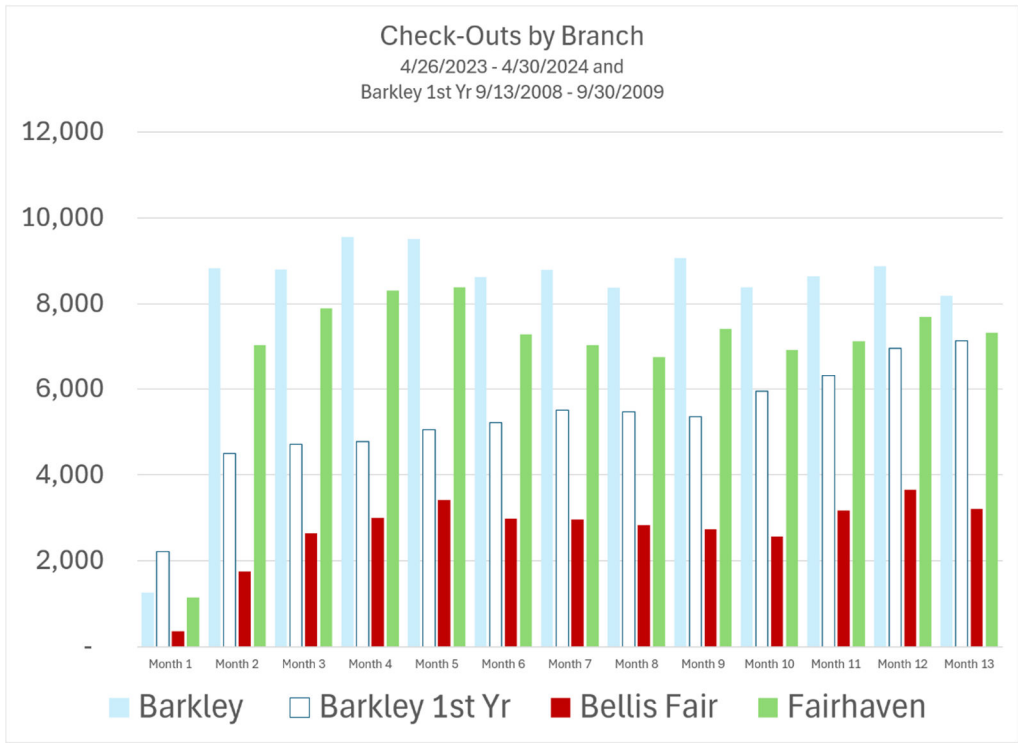
It also saw immediate uptake as a place for returning items, again with more consistent growth throughout its first year compared to Bellis Fair.

Check-In at Branches
4/26/2023 - 4/30/2024 and
Barkley 1st Yr 9/13/2008 - 9/30/2009
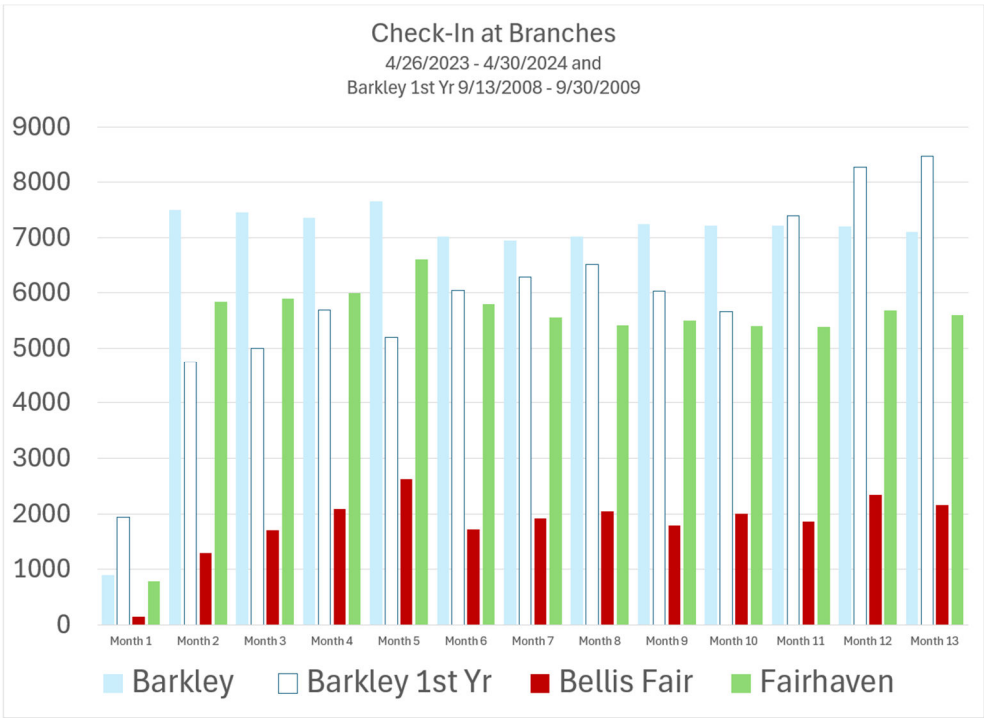
Stats for Barkley's door counts started in January 2009. Monthly counts were very similar to what Bellis Fair saw in its first year, and also very similar to what the new counting system is reporting as of January 2024. We do not know for sure if the Barkley counter was overcounting in 2009 to the same degree it was in 2023, though.

Branch Door Counts
April 2023 - April 2024 and
Barkley 1st Yr Jan. 2009 -Sep. 2009 (old counters)
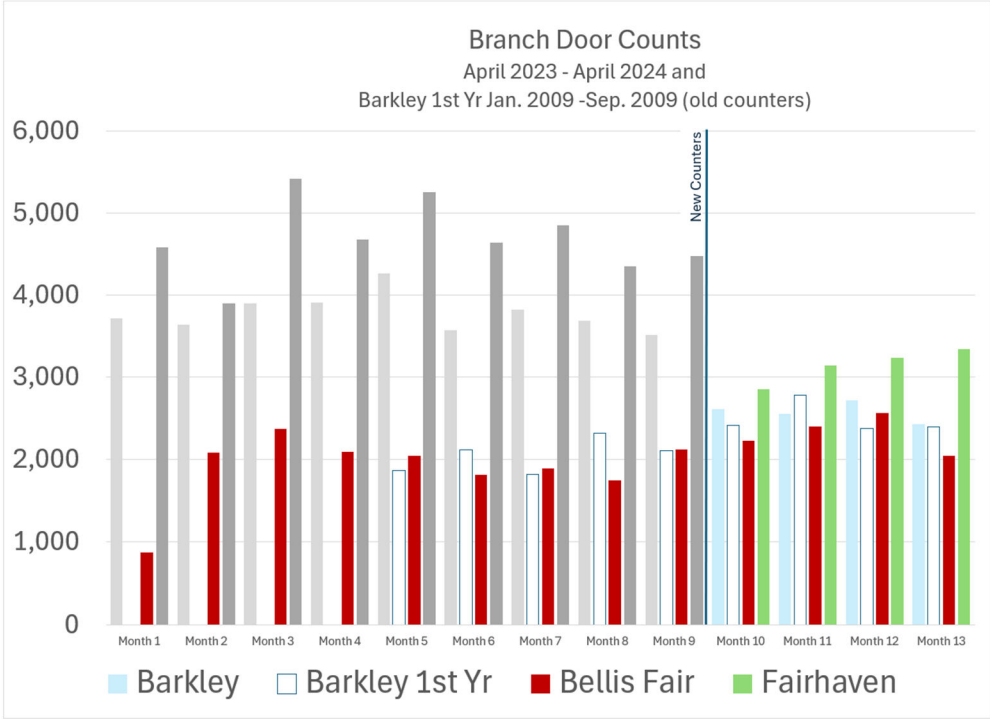
One metric where Bellis Fair surpassed Barkley was in first-year patron card registrations. While the total numbers aren't large, Bellis Fair saw nearly twice as many, 741 vs 405. This suggests that the mall location is better for connecting with patrons we had been missing.

Patron Registration at Branches
4/26/2023 - 4/30/2024 and
Barkley 1st Yr 9/13/2008 0 9/30/2009
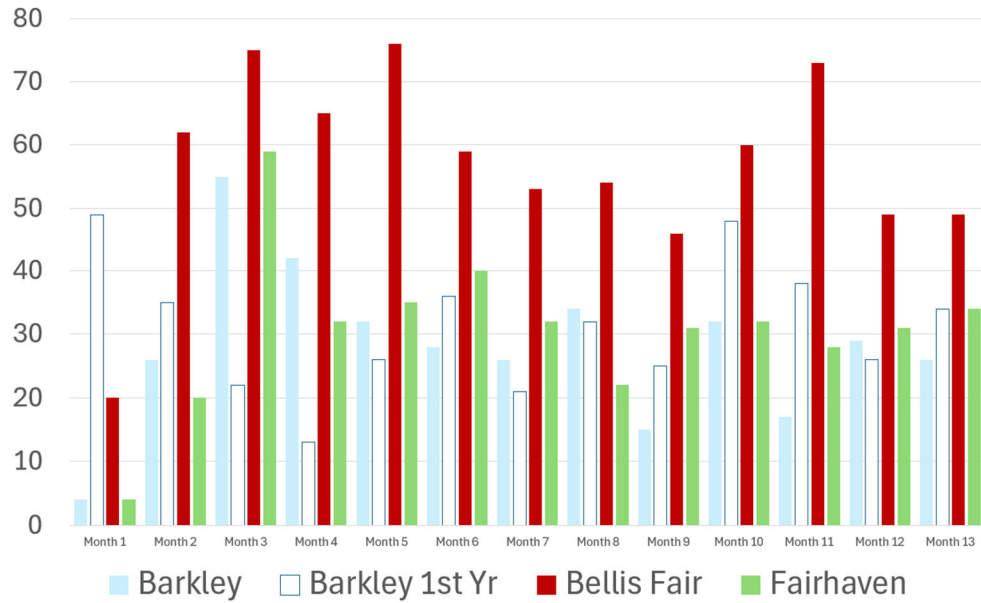
Level of Service: Library Materials

May 21, 2024

Standard: Library Materials Expenditures/Capita (adopted 03/21/2017)

Low: $5.00   **Medium:** $7.50   **High:** $10.00

Opt 1: Standard: Library Materials Expenditure/Capita (annual), adjusted for inflation and population growth*

	2017	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**
Low	$ 5.00	$ 5.16	$ 5.44	$ 5.82	$ 6.47	$ 7.67	$ 9.43
Medium	$ 7.50	$ 7.73	$ 8.16	$ 8.74	$ 9.71	$ 11.50	$ 14.14
High	$ 10.00	$ 10.31	$ 10.88	$ 11.65	$ 12.95	$ 15.34	$ 18.85

* Bureau of Labor Statistics Consumer Price Index, All items in Seattle-Tacoma-Bellevue, WA, all urban consumers, not seasonally adjusted, 1982-84=100 - CUURS49DSA0

Opt 2: Standard: Library Materials Expenditure/Capita (annual), adjusted for inflation and population growth*

	2017	**2018**	**2019**	**2020**	**2021**	**2022**	**2023^**
Low	$ 5.00	$ 5.67	$ 5.72	$ 5.61	$ 5.36	$ 5.51	$ 5.60
Medium	$ 7.50	$ 8.51	$ 8.58	$ 8.41	$ 8.04	$ 8.26	$ 8.40
High	$ 10.00	$ 11.34	$ 11.43	$ 11.22	$ 10.72	$ 11.02	$ 11.20

* Average Annual Price Change for Hardback, Paperback, and E-Books. Source: Library Book Trade Almanac, data series' by Narda Tafuri, UofScranton (ret.). Data from B&T

^ Estimate based on long-term trend average increase of 1.6%.

Opt 2: Forecast: Library Materials Expenditure/Capita (annual), adjusted for inflation and population growth

	2024	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**
Low	$ 5.69	$ 5.78	$ 5.87	$ 5.96	$ 6.06	$ 6.16	$ 6.26
Medium	$ 8.53	$ 8.67	$ 8.81	$ 9.09	$ 9.24	$ 9.24	$ 9.38
High	$ 11.37	$ 11.56	$ 11.74	$ 12.12	$ 12.31	$ 12.31	$ 12.51

Actuals: BPL's Materials Expenditure/Capita

2017	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**
$ 6.19	$ 6.25	$ 6.96	$ 6.81	$ 7.02	$ 9.23*	$ 7.32

*Additional operational budget from open staffing positions was spent on materials in 2022

Actuals: Library Materials Expenditure/Capita (statewide)

Materials Expenditure per Capita

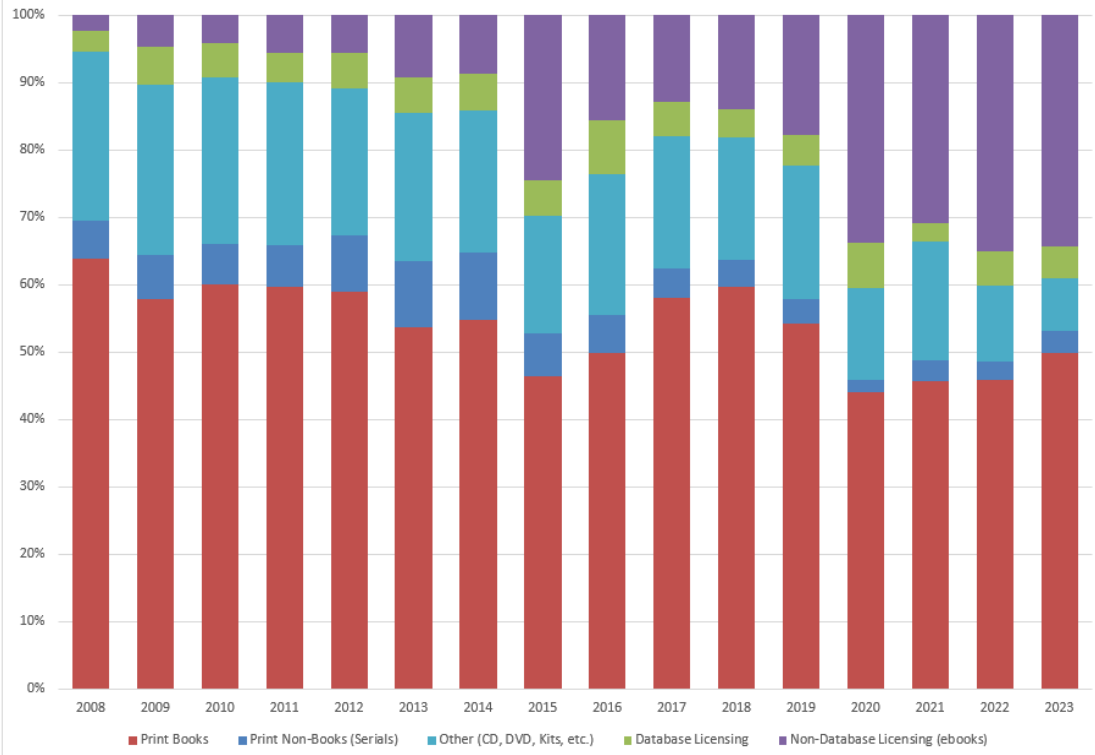| Name	FSCS (	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Anacortes Public Library	WA0032	5.33	4.57	2.39	1.92	1.78	1.68	3.13	2.32	2.31	2.48	2.65	2.45	2.49	2.40	3.70	2.78	2.93	6.59	9.09	8.89	8.80	#DIV/0!
Asotin County Library	WA0033	3.41	4.65	3.58	3.84	3.65	3.69	3.44	2.46	2.61	2.94	3.83	3.67	4.90	5.53	4.79	5.17	5.04	3.92	5.09	4.57	4.96	#DIV/0!
Bellingham Public Library	WA0050	5.38	4.88	5.24	5.16	5.40	6.26	7.27	6.18	5.67	5.03	4.69	4.91	4.87	5.64	5.37	6.19	6.25	6.96	6.81	7.02	9.23	7.32
Burlington Public Library	WA0002	3.52	3.76	4.72	6.04	5.67	4.49	4.34	3.97	4.97	3.96	4.93	5.74	8.40	9.61	12.29	12.69	12.18	12.09	3.53	10.84	10.96	#DIV/0!
Camas Public Library	WA0034	8.69	13.10	8.28	8.72	8.05	8.08	8.26	6.78	9.47	4.44	4.50	4.08	4.36	4.21	4.08	4.34	5.38	5.57	8.69	7.03	8.23	#DIV/0!
Castle Rock Public Library	WA0003	0.80	0.34	0.07	0.09	0.07	1.85	0.07	0.09	0.07	0.08	0.05	0.00	0.18	0.22	0.23	0.18	0.18	0.00	0.00	0.00	0.00	#DIV/0!
Cathlamet Public Library	WA0004	8.75	11.43	11.64	11.82	8.00	10.63	9.94	9.44	9.25	10.00	8.19	8.62	12.47	15.18	11.75	10.93	10.37	10.03	9.76	8.24	8.09	#DIV/0!
Central Skagit Library District	WA0076	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.51	5.31	2.36	8.87	7.28	5.47	4.82	7.40	6.00	#DIV/0!
Cle Elum (Carpenter Memorial) Library	WA0006	2.65	4.37	4.87	4.28	4.38	4.71	4.69	4.76	5.03	4.42	5.58	3.24	3.13	3.86	4.49	4.91	6.48	7.18	6.27	5.37	5.56	#DIV/0!
Columbia County Rural Library District	WA0075	0.00	0.00	0.00	0.00	0.00	0.00	6.15	8.76	11.31	13.72	14.81	15.09	7.08	6.95	8.32	10.79	8.18	8.39	3.45	8.82	8.00	#DIV/0!
Davenport Public Library	WA0009	4.82	1.45	1.54	0.97	0.90	0.36	1.06	0.67	0.83	0.89	0.80	1.29	1.06	0.71	1.34	2.08	1.33	2.08	2.13	0.00	0.00	#DIV/0!
Ellensburg Public Library	WA0005	4.83	4.34	4.90	4.88	4.50	4.04	4.04	4.15	4.43	3.97	3.86	4.21	4.10	3.79	3.21	4.09	4.41	4.36	3.18	4.27	4.14	#DIV/0!
Everett Public Library	WA0051	5.36	6.03	5.42	6.16	6.30	6.35	6.51	6.80	6.85	6.92	6.49	5.97	6.09	6.17	6.16	6.33	6.53	6.00	6.12	6.14	6.21	#DIV/0!
Fort Vancouver Regional Library District	WA0058	4.21	4.03	4.30	3.63	4.01	4.02	4.35	3.04	3.70	5.92	7.38	7.50	7.53	7.47	7.25	7.34	7.41	8.05	5.08	6.25	5.80	#DIV/0!
Grandview Library	WA0037	1.74	1.54	1.52	2.17	2.32	1.65	2.42	2.47	1.84	0.99	1.45	1.09	1.00	1.26	1.53	1.42	1.71	1.86	2.03	1.99	2.08	#DIV/0!
Harrington Public Library	WA0011	4.58	5.27	4.02	3.55	7.70	7.54	2.10	6.02	5.23	5.33	0.14	2.83	1.12	2.03	3.19	2.77	0.52	0.00	0.00	0.00	0.00	#DIV/0!
Jefferson County Rural Library District	WA0038	5.96	6.46	7.55	7.16	6.97	6.70	7.04	10.30	9.31	8.70	7.35	7.12	7.46	7.50	7.19	7.69	7.86	7.85	7.92	8.86	9.87	#DIV/0!
Kalama Public Library	WA0012	2.55	2.75	0.54	1.35	1.63	1.77	1.77	1.38	0.80	0.26	0.69	1.06	1.23	1.52	1.39	2.19	2.76	2.24	2.49	2.45	2.72	#DIV/0!
Kelso Public Library	WA0039	2.16	3.14	2.33	2.62	2.55	3.94	2.96	2.15	2.34	1.56	1.66	2.40	2.10	2.97	3.01	3.05	3.07	2.95	3.40	4.05	4.08	#DIV/0!
King County Library System	WA0059	6.68	7.76	7.93	8.70	8.68	9.31	9.58	10.20	8.93	9.02	9.06	9.85	8.96	10.03	9.77	9.62	9.37	9.28	7.84	8.81	8.79	#DIV/0!
Kitsap Regional Library	WA0060	4.57	5.27	5.21	5.24	5.66	5.56	4.11	4.70	4.58	4.51	4.60	3.92	4.57	4.50	4.60	4.46	4.73	4.67	5.48	5.22	5.49	#DIV/0!
Kittitas Public Library	WA0014	3.34	2.21	1.61	2.32	2.06	3.54	5.20	1.39	1.61	0.00	0.24	0.28	0.27	1.40	1.33	1.37	1.92	0.83	0.68	0.85	0.64	#DIV/0!
La Conner Regional Library	WA0015	5.83	6.03	8.18	6.90	5.99	8.97	8.45	7.67	7.41	7.29	7.19	6.04	6.68	6.40	6.05	6.01	6.39	6.06	5.31	4.42	3.35	#DIV/0!
Liberty Lake Municipal Library	WA0074	0.00	0.00	4.50	5.33	6.06	8.67	6.37	5.29	5.40	3.85	4.35	4.56	4.87	4.84	4.77	4.48	4.11	4.11	3.49	5.09	4.93	#DIV/0!
Longview Public Library	WA0052	3.19	4.03	4.06	4.00	4.01	3.99	4.07	1.92	2.13	1.96	1.93	1.93	2.70	2.78	2.96	2.69	3.00	2.51	3.12	3.57	4.42	#DIV/0!
Lopez Island Library District	WA0026	16.25	15.29	18.35	15.90	14.46	31.52	31.16	29.93	26.95	29.27	23.68	22.45	19.55	25.54	18.98	21.82	22.94	23.00	18.86	21.43	19.84	#DIV/0!
Mid-Columbia Library System	WA0061	3.63	3.75	3.44	3.76	3.90	4.15	3.81	4.45	3.85	4.10	4.53	4.40	4.59	4.59	4.60	4.50	4.43	4.87	5.00	6.03	6.99	#DIV/0!
Mount Vernon City Library	WA0040	4.12	4.78	4.67	4.48	4.77	4.84	4.90	3.82	4.36	4.70	4.74	3.71	3.84	4.28	4.31	4.37	4.71	4.64	4.14	4.82	5.01	#DIV/0!
North Central Regional Library	WA0062	5.93	7.12	7.08	6.94	7.82	7.12	7.62	7.43	7.29	7.62	8.86	8.84	9.24	10.61	10.47	9.98	13.53	7.56	3.86	4.99	7.06	#DIV/0!
North Olympic Library System	WA0053	6.23	6.15	6.14	5.29	3.72	4.83	4.76	4.90	4.64	5.74	5.41	5.57	6.08	6.14	6.36	5.94	5.35	6.08	5.44	5.81	5.82	#DIV/0!
Ocean Shores Public Library	WA0028	6.44	7.69	7.89	7.97	7.00	6.10	6.65	6.12	2.39	7.18	8.36	8.32	8.76	4.59	4.49	4.40	7.15	6.27	12.15	6.69	6.50	#DIV/0!
Odessa Public Library	WA0016	1.04	2.08	2.85	1.53	1.48	1.48	1.25	0.68	0.52	0.57	0.58	1.65	1.02	0.84	1.40	2.09	1.33	1.35	1.36	2.81	2.74	#DIV/0!
Orcas Island Library District	WA0029	9.28	10.89	11.68	13.09	15.56	15.03	15.65	14.53	14.50	13.70	12.46	13.02	13.61	13.61	13.89	13.28	14.23	15.19	15.88	15.80	18.20	#DIV/0!
Pend Oreille County Library District	WA0041	4.38	5.56	5.27	5.11	4.16	4.39	4.90	5.71	5.23	5.78	5.22	4.94	6.12	5.78	5.55	2.79	3.12	3.20	3.61	4.30	4.44	#DIV/0!
Pierce County Library System	WA0063	4.76	4.87	4.62	6.15	5.68	8.14	8.09	8.07	8.42	8.48	7.64	5.96	6.03	6.77	6.49	6.44	5.66	5.80	6.02	6.54	6.13	#DIV/0!
Pomeroy (Denny Ashby) Library	WA0017	2.31	2.55	2.56	2.84	3.15	2.04	2.15	2.40	2.45	2.53	2.81	3.70	3.61	2.76	3.01	3.01	3.12	3.10	3.43	3.46	3.57	#DIV/0!
Port Townsend Public Library	WA0042	5.47	6.63	6.02	6.81	7.08	7.36	6.57	8.84	8.80	8.02	7.80	7.78	8.66	8.46	7.89	7.47	7.86	8.32	6.75	7.12	9.72	#DIV/0!
Pullman (Neill) Public Library	WA0043	3.76	3.88	4.08	4.05	3.99	3.50	3.90	4.01	4.45	4.53	3.00	2.46	2.52	2.66	2.83	2.88	2.84	3.34	3.49	4.14	4.05	#DIV/0!
Puyallup Public Library	WA0044	4.15	5.52	5.56	6.22	5.54	6.06	5.81	6.19	4.24	4.64	5.97	11.19	10.99	6.71	8.30	6.94	6.34	7.03	4.34	5.35	7.83	#DIV/0!
Reardan Memorial Library	WA0019	2.62	4.29	7.11	6.59	4.98	4.05	4.57	2.51	3.17	3.49	3.98	3.89	26.15	4.03	4.25	3.86	3.82	3.10	3.37	3.40	3.11	#DIV/0!
Richland Public Library	WA0055	5.26	5.40	4.79	4.95	4.73	4.66	4.38	4.05	4.47	3.98	4.67	6.60	4.10	4.23	4.10	4.98	5.25	5.20	5.06	5.28	4.92	#DIV/0!
Ritzville Public Library	WA0020	4.40	4.75	5.26	5.03	4.97	4.93	12.90	6.50	6.24	6.57	5.78	8.39	9.38	7.91	6.29	4.99	5.57	5.18	3.80	3.63	5.60	#DIV/0!
Roslyn Public Library	WA0021	0.00	0.98	1.76	1.58	2.83	3.05	4.90	5.68	5.60	6.64	10.22	7.89	8.92	8.72	9.25	10.94	13.72	15.94	6.55	29.74	19.48	#DIV/0!
Roy City Library	WA0071	0.00	0.81	2.04	1.51	2.06	0.54	0.67	0.22	0.38	0.90	0.93	0.92	0.51	0.94	1.20	0.71	0.00	0.00	0.00	0.00	0.00	0.00
San Juan Island Library District	WA0031	13.83	12.01	12.52	10.67	10.42	12.74	12.73	13.90	12.33	14.00	13.79	14.63	14.79	15.27	15.86	16.22	15.86	15.49	15.02	13.92	13.52	15.41	#DIV/0!
Seattle Public Library	WA0064	6.95	5.72	5.33	8.40	7.63	9.58	9.57	9.90	8.69	8.95	7.35	10.16	12.20	9.79	12.57	12.46	12.32	12.39	12.81	12.01	12.59	#DIV/0!
Sedro-Woolley Public Library	WA0045	4.99	3.87	2.07	2.53	2.47	3.62	4.53	3.79	3.40	4.15	2.25	2.56	2.68	2.47	2.97	2.15	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Sno-Isle Libraries	WA0065	5.35	6.46	6.96	7.05	7.45	7.85	7.90	7.36	7.37	7.41	7.11	6.97	7.12	7.85	8.20	8.08	8.57	9.11	9.06	8.86	9.22	#DIV/0!
Spokane County Library District	WA0066	2.78	3.55	3.64	3.75	4.05	4.65	5.19	5.31	5.42	5.67	6.46	5.47	5.34	5.97	5.87	5.96	6.06	6.04	7.68	7.45	7.22	#DIV/0!
Spokane Public Library	WA0067	4.63	4.66	4.63	3.96	4.11	4.10	4.08	4.13	4.02	4.10	4.00	3.90	4.13	4.41	4.63	2.79	4.77	4.73	4.84	7.76	6.50	#DIV/0!
Sprague Public Library	WA0022	1.02	1.02	1.74	1.10	0.98	1.77	3.38	10.51	2.02	2.25	1.80	2.70	2.95	2.44	2.76	3.23	4.00	4.00	0.00	0.68	1.94	#DIV/0!
Stevens County Rural Library District	WA0072	5.24	5.59	4.63	4.56	5.31	5.20	8.54	6.39	3.82	3.53	3.47	3.06	4.41	3.81	4.89	5.40	4.94	4.51	3.98	3.57	4.92	#DIV/0!
Tacoma Public Library	WA0068	7.50	8.08	8.21	6.25	8.08	6.66	8.29	5.05	5.41	6.51	6.71	5.10	6.94	5.53	5.94	5.12	5.34	5.39	4.83	4.70	5.00	#DIV/0!
Timberland Regional Library	WA0069	4.93	5.74	5.93	6.09	6.30	6.32	6.54	0.00	5.60	5.60	6.45	6.99	7.07	6.78	6.99	5.95	5.88	5.78	6.14	8.54	7.42	#DIV/0!
Upper Skagit Library District	WA0073			8.39	5.03	4.62	4.18	3.24	2.67	4.03	3.78	3.66	2.80	3.74	4.59	4.16	3.90	4.62	4.88	5.09	5.43	10.12	#DIV/0!
Waitsburg (Weller) Public Library	WA0023	1.29	0.83	1.26	0.00	0.00	0.00	0.00	1.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.79	1.41	#DIV/0!
Walla Walla County Rural Library District	WA0047	2.48	3.00	3.46	2.43	2.47	2.34	2.39	2.45	3.63	3.32	3.85	5.58	5.33	5.79	6.01	7.49	7.60	4.55	4.69	5.09	6.81	#DIV/0!
Walla Walla Public Library	WA0056	3.48	3.54	3.49	3.49	3.59	3.90	3.85	3.88	3.32	3.87	4.71	4.45	3.78	4.21	4.72	4.91	4.90	5.56	1.93	5.40	4.70	#DIV/0!
Whatcom County Library System	WA0057	4.92	5.37	5.14	5.21	5.05	5.13	5.41	5.49	6.94	6.98	6.79	7.37	8.11	8.13	8.07	8.38	8.73	8.67	8.15	9.00	8.91	8.78
Whitman County Library	WA0048	3.09	4.03	3.72	3.44	3.85	3.60	3.42	3.43	4.08	4.76	3.97	3.65	3.85	4.70	5.71	4.45	3.22	4.42	2.97	5.56	5.36	#DIV/0!
Wilbur (Hesseltine) Public Library	WA0024	4.86	4.60	5.63	4.30	4.97	5.07	4.84	5.52	3.40	4.04	3.47	3.33	3.47	4.58	3.94	3.97	4.92	4.88	4.79	4.69	4.69	#DIV/0!
Yakima Valley Libraries	WA0070	3.49	3.82	3.91	4.28	4.51	4.55	4.27	4.17	3.86	2.77	2.76	3.88	4.53	4.41	4.64	4.47	4.08	3.89	2.89	3.30	3.52	#DIV/0!
STATE TOTAL	WA1000	5.35	5.79	5.81	6.29	6.37	6.91	7.04	6.46	6.64	6.83	6.86	7.14	7.32	7.47	7.75	7.56	7.69	7.58	7.04	7.65	7.64	#DIV/0!
Bottom Third - from zero to this value		3.4	3.8	3.7	3.7	3.9	4.0	4.0	3.8	3.5	3.6	3.7	3.7	3.8	4.2	4.1	4.0	4.1	4.4	3.5	4.3	4.7	
Middle Third		5.0	5.4	5.3	5.3	5.6	5.9	6.3	6.1	5.4	5.8	6.3	6.0	6.9	6.2	6.1	6.1	6.4	6.1	5.5	6.6	7.0	
Top Third		16.2	15.3	18.4	15.9	15.6	31.5	31.2	29.9	26.9	29.3	23.7	22.5	26.1	25.5	19.0	21.8	22.9	23.0	18.9	29.7	19.8	

Library Materials Expenditure/Capita (2022) - Bottom Third: 0-4.7

Library Materials Expenditure/Capita (2022) - Middle Third: 4.8-7.0

Library Materials Expenditure/Capita (2022) - Top Third: 7.1-19.8

Actuals: BPL & WCLS Materials expenditures

Total Materials Expenditures

	2017	2018	2019	2020	2021	2022	2023
BPL	$ 536,816.00	$ 552,892.00	$ 626,723.00	$ 624,062.00	$ 630,895.00	$ 866,679.00	$ 702,466.00
WCLS	$ 1,085,519.00	$ 1,151,319.00	$ 1,172,542.00	$ 1,111,296.00	$ 1,227,763.00	$ 1,226,955.00	$ 1,228,437.00
SUM	$ 1,622,335.00	$ 1,704,211.00	$ 1,799,265.00	$ 1,735,358.00	$ 1,858,658.00	$ 2,093,634.00	$ 1,930,903.00

Whatcom County Population

216,113	220,057	223,930	226,847	226,300	231,650	235,800

Actuals: Combined BPL & WCLS Materials expenditures/capita

7.51	7.74	8.03	7.65	8.21	9.04	8.19

Other factors: Shifts in patron use and high cost of eBook and eAudio formats

BPL Circulation

	2016	2017	2018	2019	2020	2021	2022	2023
■ Electronic Circulation	201,016	166,058	215,760	268,391	369,029	394,648	424,918	507,361
■ Physical Circulation	1,314,587	1,382,153	1,442,307	1,522,494	718,159	955,530	1,179,643	1,240,830

BPL Materials Expenditures

■ Print Books ■ Print Non-Books (Serials) ■ Other (CD, DVD, Kits, etc.) ■ Database Licensing ■ Non-Database Licensing (ebooks)

BPL Materials Expenditures

Tables from [2024 Price Update — Readers First](#)

Consumer Pricing

Print prices on Amazon	May 2022	Dec 2023	% chg
Hachette	$16.13	$17.98	11.5%
HarperCollins	$16.71	$16.00	-4.2%
Macmillan	$16.52	$16.47	-0.3%
Penguin Random House	$17.41	$17.52	0.6%
Simon & Schuster	$16.43	$17.75	8.1%
Average	$16.64	$17.14	3.0%

Kindle on Amazon	May 2022	Dec 2023	% chg
Hachette	$14.04	$14.44	2.8%
HarperCollins	$12.88	$13.09	1.7%
Macmillan	$14.19	$14.25	0.4%
Penguin Random House	$14.74	$13.84	-6.1%
Simon & Schuster	$13.24	$14.69	11.0%
Average	$13.82	$14.06	1.8%

Audible prices	May 2022	Dec 2023	% chg
Hachette	$25.29	$21.23	-16.0%
HarperCollins	$26.41	$20.98	-20.5%
Macmillan	$22.61	$16.71	-26.1%
Penguin Random House	$27.51	$19.90	-27.7%
Simon & Schuster	$21.31	$16.60	-22.1%
Average	$24.63	$19.08	-22.5%

Library Pricing

OverDrive eBook	May 2022	Dec 2023	% chg
Hachette	$64.25	$68.25	6.2%
HarperCollins	$24.10	$28.39	17.8%
Macmillan	$60.00	$60.00	0.0%
Penguin Random House	$55.00	$55.00	0.0%
Simon & Schuster	$58.19	$61.44	5.6%
Average	$52.31	$54.62	4.4%
Multiple of Kindle price	3.79	3.88	
Multiple of print price	3.14	3.19	

OverDrive eAudio	May 2022	Dec 2023	% chg
Hachette	$65.00	$65.00	0.0%
HarperCollins	$67.56	$79.39	17.5%
Macmillan	$55.49	$52.88	-4.7%
Penguin Random House	$89.30	$91.20	2.1%
Simon & Schuster	$76.99	$78.99	2.6%
Average	$70.87	$73.49	3.7%
Multiple of Audible price	2.88	3.85	

	Date	2025-2026 Budget Process
Department Budgeting Process	April 15	Payroll Correction Sent to Departments
	April 08 April 20	Meetings with Councilmembers to discuss expectations/priorities
	May 17	Payroll Corrections Due from Departments
	May 20	Budget Priorities Shared with City Council
	May 27	Budget Instructions Sent to Departments
	June 01	First Draft Allocations Due
	June 15	Mid-year Revenue Forecast/General Fund Projections
	July 12	Operating Budget Modification Requests, Draft Workplans & Shared Capital Due from Departments
Budget Review & Development Process	Late July	Department Head Roundtable Review of Budget Modifications and Workplans
	July 31	Discrete Capital Due from Departments
	August 15	Revenue Forecast & Draft Final General Fund Projections Finalize Allocations
	August 19 August 30	Final Budget Decisions
	September 09	Final Revenue Forecast
	September 20	Budget Complete
Council Process	September 27	Budget Books to Council
	September 30	Present Budget to Council
	October 07	**Budget Public Hearing** Budget Work Session
	October 14	Special Budget Work Session
	October 21	**Revenue Forecast & Property Tax Public Hearing** Budget Work Session
	October 28	Special Budget Work Session
	November 04	Property Tax Ordinance Introduction **Second Budget Public Hearing**
	November 11	Special Budget Work Session (as needed)
	November 18	Property Tax Ordinance 3rd and Final Budget Ordinance Introduction
	December 09	Budget Ordinance 3rd and Final