

**BELLINGHAM PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

**NOTICE OF MEETING  
REGULAR MEETING  
of TUESDAY, JULY 15, 2025, 3:30 p.m.**

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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.**

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

- |  |       |
|--|-------|
| <b>1. Call to order and introductions</b>  | 1 min |
| <b>2. Approve/modify agenda</b>  | 1 min |
| <b>3. Public comment</b><br>This time is set aside for members of the public to make comments.<br>Remarks will be limited to three minutes.  | 3 min |
| <b>4. Consent agenda (see packet materials)</b><br>All matters listed on the consent agenda are considered routine and may be approved in a single motion. A Trustee may ask that an item be removed from the consent agenda and considered separately. <ul style="list-style-type: none"><li>• <b>Communications and FYI</b></li><li>• <b>Minutes:</b> June 17, 2025: Regular Board Meeting</li><li>• <b>Library performance &amp; activity measures:</b> June 2025</li><li>• <b>Financial reports</b><br/>Claims: June 2025<br/>YTD report: June 2025<br/>2<sup>nd</sup> Quarter Donation Report<br/>2<sup>nd</sup> Quarter Patron Use of Databases and Learning Resources</li></ul> | 2 min |
| <b>5. Reports</b> <ul style="list-style-type: none"><li>• Board Chair</li><li>• Library Board members</li><li>• City Council liaison</li><li>• Friends of Bellingham Public Library</li><li>• Library Director (see packet materials)</li></ul>  | 8 min |

**Time check: 3:45**

<b>6. 2<sup>nd</sup> Quarter Action Plan report (see packet materials)</b>	10 min
• Rebecca Judd, Director	
<b>7. Staff Safety and Mental Health/Welcoming Public Space update</b>	10 min
• Rebecca Judd, Director	
<b>8. Central Library Renovation update</b>	10 min
• Rebecca Judd, Director, and Kristy Van Ness, Trustee	
	<b>Time check: 4:15</b>
<b>9. Budget Planning</b>	
• 2026 Financial update; Andrew Asbjornsen, Finance Director	30 min
• Collection Budget review; Rebecca Judd, Director (see packet materials)	10 min
	<b>Time check: 4:55</b>
<b>10. New business</b>	3 min
<b>11. Agenda items for next meeting</b>	2 min
	<b>Time check: 5:00</b>
<b>12. Adjourn</b>	

**Accessibility:**

The Bellingham Public Library Board Room is ADA accessible. Elevator access to the upper 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, August 19, 2025 – 3:30 p.m.**  
**Location: Lecture Room, Central Library, 210 Central Avenue**  
**Bellingham, Washington**

# BARKLEY

## V I L L A G E

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July Update

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### **Barkley Village Summer Events Kick-Off July 8th**

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Summer is here which means events and gatherings around the Village. This month we kick-off the Barkley Market, Tuesday Tunes concert series, Playdays on the Plaza, and host the Vietnam Vet Car show. We hope you will join us for all these village happenings. As always, we would encourage you to follow us on [Facebook](#) and [Instagram](#) for all our event updates and goings on. You can also check our [events](#) page for any info on events around the village! We look forward to seeing you here this summer.



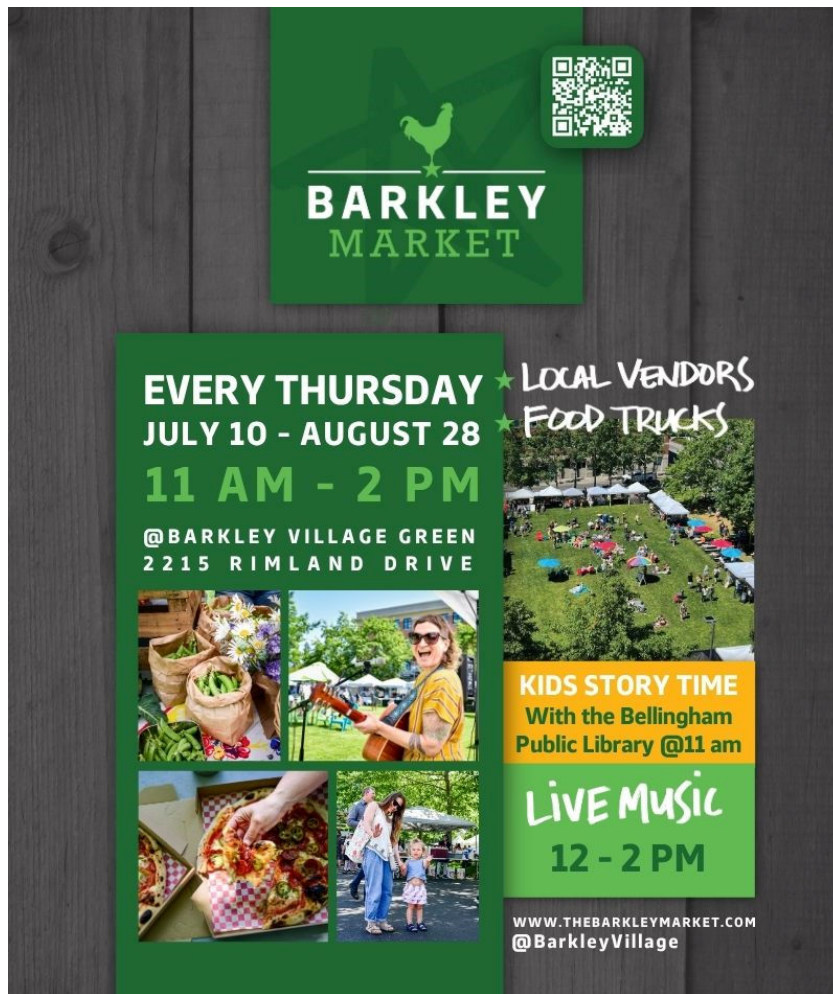
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## The Barkley Market is Back!

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We are so excited to have the Barkley Market back on the village green this summer! We have over 40 vendors that will join us every Thursday from 11:00-2:00 pm. Bring your picnic blanket, friends, and family to enjoy the [live music](#), check out the amazing [food truck options](#) for lunch, or shop the various local farmers and makers. Back by popular demand will be our Barkley Market Story Time hosted by the Bellingham Public Library Children's librarians at 11am every market day. The Barkley Market is located at 2215 Rimland Drive and it runs each Thursday from July 10th-August 28th. We hope to see you there! Click [here](#) for vendors and live music.

For more info check out our events page [here](#).

A promotional poster for Barkley Market. At the top, a green square features a white chicken silhouette and the text "BARKLEY MARKET". To its right is a QR code. Below this, a large green rectangle contains the text "EVERY THURSDAY JULY 10 - AUGUST 28 11 AM - 2 PM" and "@BARKLEY VILLAGE GREEN 2215 RIMLAND DRIVE". To the right of this green rectangle is a photo of a market scene with the text "LOCAL VENDORS" and "FOOD TRUCKS". Below the green rectangle are two small photos: one of baskets of fresh produce and another of a woman playing a guitar. To the right of these photos is a yellow rectangle with the text "KIDS STORY TIME With the Bellingham Public Library @11 am". Below that is a green rectangle with the text "LIVE MUSIC 12 - 2 PM". At the bottom right, a small white rectangle contains the website "WWW.THEBARKLEYMARKET.COM" and the social media handle "@BarkleyVillage".

**BARKLEY MARKET**

EVERY THURSDAY  
JULY 10 - AUGUST 28  
**11 AM - 2 PM**  
@BARKLEY VILLAGE GREEN  
2215 RIMLAND DRIVE

LOCAL VENDORS  
FOOD TRUCKS

KIDS STORY TIME  
With the Bellingham  
Public Library @11 am

LIVE MUSIC  
**12 - 2 PM**

WWW.THEBARKLEYMARKET.COM  
@BarkleyVillage



RACHEL SHOWALTER The Bellingham Herald

A "sale pending" sign is posted on the former Public Market building in Bellingham. The Whatcom Transportation Authority plans to buy the property and turn it into a new transit station.

# WTA envisions new hub at vacant Bellingham Public Market

**BY RACHEL SHOWALTER**  
*rshowalter@bellinghamherald.com*

The Whatcom Transportation Authority (WTA) has plans to close on a purchase of the former Bellingham Public Market building and transform it into another transit station in the downtown area.

When asked about the need for a second transit station in the downtown area, WTA Director of Community and Government Relations Maureen McCarthy told The Herald that the current Bellingham Station reaches capacity several times each day as buses fill the station's 10 gates.

"This limits our ability to add new routes or increase frequency on existing routes," McCarthy said.

McCarthy said it was unclear

whether this purchase would impact the other downtown transit station's operations, but that WTA may be able to operate out of its existing station throughout the construction of the new development.

The purchase of the property at 1530 Cornwall Ave. is not yet finalized as WTA undergoes a "due diligence process," McCarthy said. If that process goes well, McCarthy said WTA will ask its board to authorize a purchase in October for \$6.2 million.

Assuming WTA does purchase the property, McCarthy said the agency's first step will be to "activate" the property.

**"By making tenant improvements to the existing Public Market building, we'll create needed office space for some of our own staff and have office space to rent to other tenants.**

Importantly, this will bring healthy activity to the site while we begin our project planning," McCarthy said.

McCarthy said WTA was months away from being able to provide specific details about the plans for the new station. But she said the agency would draw from the community feedback received in its 2022 visioning study. Participants identified many features they would like to see in a downtown transit-oriented development, such as additional transit capacity, housing, community services, community open space and amenities for walking and biking.

**"When the Public Market property became available, our Board of Directors saw the opportunity to combine all of these uses in a true Transit Oriented Development pro-**

ject," McCarthy told The Herald.

The former Public Market building was most recently subleased by the local nonprofit and religious organization Lighthouse Mission Ministries, which utilized the space for its Base Camp operations as an overnight shelter for unhoused individuals.

Before that, the building housed a grocery store, food court and small eateries before closing in 2018.

The property has been vacant since last fall, when Base Camp's operations were relocated to Lighthouse Mission's new five-story building in Bellingham's Old Town district.

**Rachel Showalter: 360-715-2212,  
@rachelshowalt**

JUNE 24, 2025

[View as a webpage / Share](#)



## — WASHINGTON GOVERNOR — **BOB FERGUSON**

### FOR IMMEDIATE RELEASE

**Contact:** Brionna Aho, Governor's Communications Director, [Brionna.aho@gov.wa.gov](mailto:Brionna.aho@gov.wa.gov), 360-628-3843

### **Governor Ferguson statement on revenue forecast**

#### **State facing new fiscal shortfall with revenues down \$720 million over four years**

**OLYMPIA** — Governor Bob Ferguson offered the following statement regarding [the latest revenue forecast](#) from the Washington State Economic and Revenue Forecast Council, which projects revenue over the next four years to be \$720 million lower than the Legislature assumed in its budget:

“While this revenue forecast is disappointing, it is not surprising. We knew that things were unlikely to improve in the near term, especially in light of continued chaos from the Trump Administration — including tariffs, which have an outsized negative impact on a trade-dependent state like Washington. It is particularly discouraging given the current efforts by the Trump Administration to make draconian cuts to Medicaid, education and food benefits. If those move forward, it will mean billions of dollars in cuts impacting our most vulnerable residents. The forecast makes it abundantly clear that we as a state cannot replace all of those dollars.

“My team is still analyzing the information in this forecast. At this time, I do not anticipate calling a special session. We are closely monitoring developments from the federal government that could force me to revisit that question. We will also carefully review the next revenue forecast in September.

“As we begin preparing to draft my first budget, OFM has already communicated to agencies that they need to look for additional savings.

“This will not be easy. We already made many difficult decisions last session in order to bridge our \$16 billion shortfall. Washingtonians expect us as leaders to make the tough decisions to live within our means and still deliver core services.”

###

## OSPI/IMAGINATION LIBRARY OF WA JOINT NEWS RELEASE: State Superintendent of Public Instruction Chris Reykdal to Fund Imagination Library of Washington

Washington Office of Superintendent of Public Instruction sent this bulletin at 06/25/2025 12:52 PM PDT

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**JOINT  
RELEASE**



Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**  
Chris Reykdal, State Superintendent



### State Superintendent of Public Instruction Chris Reykdal to Fund Imagination Library of Washington

**OLYMPIA—June 25, 2025**—Before a child reaches kindergarten, parents, guardians, and families pave the way for their child's early learning and their success in school. Dolly Parton founded the Imagination Library, in tribute to her father who was unable to read and write, to help families around the world access free reading materials and share the love of reading and the power of books with their children.



In 2022, the state Legislature, in partnership with the Office of Superintendent of Public Instruction (OSPI) and the Department of Children, Youth, and Families (DCYF), expanded access to the Imagination Library to all children in Washington aged birth to 5. This allowed for each of these children, regardless of their zip code or their families' income, to receive a high quality and age-appropriate book each month at no cost to their family.

The Imagination Library program is affordable and scalable. Each book costs \$2.60—50% paid through local partners, and the other 50% typically funded through the state budget. The program currently serves 120,000 children and operates in each of Washington's 39 counties.

This past legislative session, legislators faced a \$12 billion budget shortfall. Although they protected basic K–12 education to the fullest extent they could, they had to make tough choices in other areas of the budget. Funding for early learning programs such as Transition to Kindergarten and the Early Childhood Education and Assistance Program were reduced, and the entirety of funding previously allocated for the Imagination Library was removed from the state budget.

"Washington's youngest children cannot afford to have their opportunities for early learning cut to this extent," said State Superintendent Chris Reykdal. "While I plan to advocate for renewed funding in the supplemental session next year, the Imagination Library of Washington risks losing their effective, statewide infrastructure if funding generated from the statewide match is halted for even one year. Through limited discretionary funds, my agency will keep this program funded for one more year with the goal being to obtain permanent funding from the Legislature next session."

To enroll your child in the Imagination Library program, follow the link at the bottom of this release. It's easy, and free, to sign up. Additionally, families can choose to participate in the program's bilingual option, which provides books in both English and Spanish.

"We are grateful to Superintendent Reykdal and OSPI for their investment in and continued support for the Imagination Library," said Brooke Fisher-Clark, Executive Director of the Imagination Library of Washington. "This program has the potential to be absolutely life changing for Washington students, and we already see through rising kindergarten readiness scores that our efforts, along with other early learning investments, are making a difference in our children's learning. As Dolly Parton often says, 'you can never get enough books into the hands of enough children.'"

### **For More Information**

- Learn more about the program: [Turning Pages, Changing Lives: Heartwarming Stories from Washington Imagination Library Parents](#) (published November 26, 2024)
  - Enroll your child in the program: [Enroll – Imagination Library of Washington](#)
-

## **ALL STUDENTS PREPARED FOR POST-SECONDARY PATHWAYS, CAREERS, AND CIVIC ENGAGEMENT.**

Led by State Superintendent Chris Reykdal, OSPI oversees K-12 public education in Washington state. Our mission is to provide funding, resources, tools, data and technical assistance that enable educators to ensure students succeed in our public schools, are prepared to access post-secondary training and education, and are equipped to thrive in their careers and lives.



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**Regular Meeting of the Library Board of Trustees**  
**Tuesday, June 17 – 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.

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**Board Members Present:** Rebecca Craven, Kristy Van Ness, Kendra Bradford, and Shirin Deylami, Deborra Garrett

**Library Management Staff:** Rebecca Judd, Annette Bagley, Katrina Buckman, Bethany Hoglund, Jon McConnel and Jennifer Vander Ploeg

**Absent:** Hannah Stone, City Council liaison

**FOBPL Representative:** Carol Comeau, Friends of BPL Board Liaison

**Call to order and introductions:** Regular session was called to order at 3:33 p.m. by Chair, Rebecca Craven.

**Approve/modify agenda:** Kristy Van Ness moved to approve the agenda. Shirin Deylami seconded. Motion carried.

**Public comment:** No public comment.

**Consent agenda:** Kendra Bradford moved to approve the May 20, 2025 Regular Meeting minutes. Kristy Van Ness seconded. Motion carried.

**Board Chair report:**

- No report.

**Board member reports:**

- No reports.

**City Council liaison report:**

- No reports.

**Friends of BPL report:**

- Carol Comeau reported:
  - The Friends made \$20,720 at the May Book Sale. Bellingham Public Library staff member Miranda LeonJones worked with the Friends of the Bellingham Public Library (FOBPL) Board to obtain a large donation of books from Ridwell. Most of the items

were able to be sold. Ridwell contacted Miranda again and offered a large Children's book donation. The donation will likely be received in November. The Friends are considering whether to hold a stand-alone Children's sale or fold the donation into the regular January sale.

- The FOBPL received an anonymous donation of \$25,000 which will be donated to the Central Library Renovation Fund at the Whatcom Community Foundation.
- The FOBPL Board offered advocacy help, specifically contacting local City officials and state representatives as needed.

### **Library Director report:**

- Library Director Rebecca Judd reported:
  - Saturday, June 14 was the No Kings protest on steps of City Hall and in Lee Memorial Park, with about 6,000 people in attendance. A lot of planning was done prior to the rally, including working with Public Works to bring in porta potties. Security Supervisor Cam Birman worked to create an event safety plan with City and Library staff in preparation for the large event. Many library staff were on-site, and thankfully everything was peaceful and calm.
  - Library Night with the Bellingham Bells is coming up on Thursday, June 26. Bring your public library card for free entry to the game.

### **Strategic Planning**

- Sydney Prusak, Planner 2 in Planning and Community Development, presented on the Community Wellbeing and Civic Practices of the City's Comprehensive Plan.
- The Comprehensive Plan is called The Bellingham Plan (*see Attachment #1 at the end of the minutes*). The Plan was last updated in 2016 and current proposed revisions were shaped through community engagement and feedback. Specifically, the need for a Community Wellbeing and Civic Practices chapter emerged during multiple listening sessions.
- Rebecca Judd will send Trustees the link for Engage Bellingham, where the chapter is posted and open for public feedback and comment.

### **Staff Safety and Mental Health/Welcoming Public Space update**

- Rebecca Judd reported that Kristy Van Ness, Rebecca Craven, Carol Comeau and a number of staff attended the 5-year Homeless Housing Plan Open Houses. Attendees were asked to help prioritize the seven goals moving forward on the plan, and write-in anything not captured on the draft plan.
  - Of the seven goals going forward, two are community driven and five being driven by Federal Housing Policy.
- At the Lynden open house, Kristy inquired about how feedback could be submitted by community members not able to attend either of the open houses. Rebecca Judd will follow up on this.
- Rebecca Judd reported that she met with a provider from Road2Home who is working on a proposal to provide day shelter services in our community. Road2Home, as an agency, is interested in year-round services rather than seasonal services. Road2Home is not working on

a proposal to answer the current winter shelter RFP out for bid, rather focusing on how to provide sustainable services.

- Rebecca has a desire to convene a meeting of interested providers to work on the question, “what can we work on/put in place for this upcoming winter?”
- Rebecca shared that the idea of a protection area around the Library has been raised as a way to address ongoing safety concerns. This question has led to a deeper exploration about Library property boundaries. This work is ongoing in collaboration with Legal.
- Carol Comeau voiced frustration at the 5-Year Homeless Housing Plan meeting and the lack of the topic of a day shelter. The Friends are concerned about the staff, the patrons and children, and support Rebecca’s idea about the collaborative approach between service providers to provide year-round shelters and, in turn, a year-round safer library.

### **Budget Planning Update:**

- Rebecca Judd acknowledged that City Budget deadlines aren’t necessarily in line with the Library Board meeting schedule.
- All departments were asked to submit the following by July 11:
  - Any budget increase requests for 2026
  - A budget reduction exercise: 5% and 10% budget reduction scenarios for 2026
- Rebecca does not recommend asking for any budget increases.
- Rebecca acknowledged that the Board’s Special Meeting in May was helpful in crafting the requested budget scenarios.
  - At the May meeting, the Library Board decided to not go below the low Level of Service (LOS) for library materials. As a result, Rebecca will not put forward any additional materials cuts.
  - The freezing of the Outreach Services position was discussed and agreed upon in May.
- Rebecca walked the Board through the proposed budget reduction scenarios that include:
  - Anticipated savings from the frozen Branch Specialist III position (savings, as the position was not vacated until May 2025. These savings would be for the salary paid in 2025 prior to retirement).
  - With the anticipated upcoming closure of the Central Library for renovation in 2026, there are expected savings for utilities.
  - If needed, we could explore voluntary reductions for staff. It is important that staff do not feel compelled to give up voluntary hours through leave without pay. Additionally, Rebecca acknowledged that such furloughs would need to be worked on in collaboration with bargaining units.
  - If further reductions are needed, we will need to begin closing open hours. At the Board Retreat, a takeaway was that further cuts need to be visible to the public, rather than just absorbed by staff.
- Rebecca acknowledged that the numbers do not add up to exactly the 5 and 10% target numbers. At this time, this is an exercise to craft and consider scenarios so that crisis decisions can be avoided. Rebecca extended gratitude to Mayor Lund for her thoughtfulness and leadership in this process.

- Rebecca Craven voiced strong support for making cuts visible to the community rather than absorbing internally. Kristy Van Ness voiced additional support; staff simply cannot absorb cuts. Kendra voiced that there is power in having some public impacts.
  - Kristy is hopeful that we will be able to message *why* we are having to make hard changes that impact the public if we do need to make drastic changes.
  - Shirin pointed out that messaging will be crucial, especially in light of the ongoing capital campaign and how operational costs are different from capital costs and campaigns.
- Carol Comeau reinforced that the Friends are happy to support the library, but gift funds are not meant to be used in-lieu of the City's obligations to fund the library, specifically the materials budget.

#### **Central Library Renovation Update:**

- The library issued a news release about securing State funding for the renovation.
- In addition to thank you letters, Rebecca will invite local legislators to the library to be able to say thank you in person and show the representatives the Children's Library. The two dates identified at this time are July 14 from 10am – Noon and July 25 from 11am – 1pm. The July 25 time is during the Children's Craft Fair.
- Kristy Van Ness reported out from the Fundraising Committee. The Whatcom Community Foundation will meet with the Fundraising Committee on June 24. Kristy is hopeful we can get more clarity around what roles and responsibilities are needed, and by who. This will hopefully inform the question of whether or not the Board needs to hire a consultant.

#### **New Business:**

- No new business.

#### **Agenda items for next meeting:**

- Andy Asbjornsen, City Finance Director, will provide a budget presentation.

**Meeting adjourned** at 4:55 p.m.

**Next Regular Library Board Meeting Tuesday, July 15, 2025 – Central Library – 3:30 p.m.**

Chair, Library Board of Trustees

ATTEST

Library Director, Library Board of Trustees

Attachments:

- Attachment #1: The Bellingham Plan, Community Wellbeing and Civic Practices

# THE BELLINGHAM PLAN





## Community Wellbeing and Civic Practices

Library Board of Trustees | June 2025

1



2

## Past Engagement: The Numbers

### » 8,992 Total Survey Responses

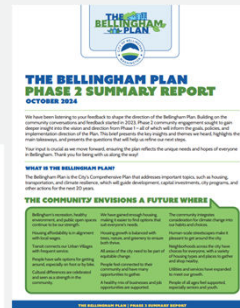
- » 4,287 Community Vision Survey responses
- » 1,475 Housing Preference Survey responses
- » 3,230 Growth Survey responses

### » 14 Open Houses

- » 980+ total participants

### » Engage Bellingham Online Engagement

- » 750+ Engaged participants
- » 9,880+ site visits



Under-represented groups we made specific efforts to reach:

- Latine and/or Hispanic community
- 18-24 age and/or students

3



## What the Community Said

*These descriptions summarize the most common opinions we heard relevant to this chapter.*

I want to gather with my friends in a place that feels authentic my identity.

We want to foster safe, vibrant, and unique places, especially in our City Center.

Community engagement is important. It is a part of what makes us Bellingham.

Multi-generational relationships are important, especially when considering ways to combat loneliness.

We like to know what the City is working on and how our ideas might be incorporated.

A connected community is a stronger, more resilient one. We want more ways to connect with each other.

We want to reduce food deserts and provide more access to basic essentials and services.

Everyone should have a voice, and we should put extra effort into reaching those who aren't represented yet.

The best decisions come from listening to many viewpoints and choosing directions that benefit everyone.

Equity is important. We want our choices today to benefit everyone in the future.

We like learning new things in welcoming spaces.

4



## Proposed *New Chapter* for the 2025 Plan



### Why are we proposing this new chapter?

**Community feedback:** We heard how important the wellbeing of the community is throughout the engagement process. Part of this feedback included support for equitable and inclusive civic practices.

**Significance:** This topic is important and should be consolidated so relevant and new information is easier to find.

**State Requirements:** We must meet legislative requirements to plan for and accommodate housing that is affordable to all income levels. HB 1220 (2021) requires Bellingham to examine and address racially disparate impacts, displacement, and exclusion in housing policies and regulations.

5



## Community Wellbeing topics in 2016 plan

In the Land Use Chapter

Healthcare (physical access)

Arts & Culture

Healthy Lifestyles

Human Services

Food Access, Systems

Childcare

Community Connectedness

In the Parks, Recreation & Open Space Chapter

Active Living

In the Transportation Chapter

Active Transportation Types

In the Economic Development Chapter

Skill Training

Healthcare (physical access)

Community Safety

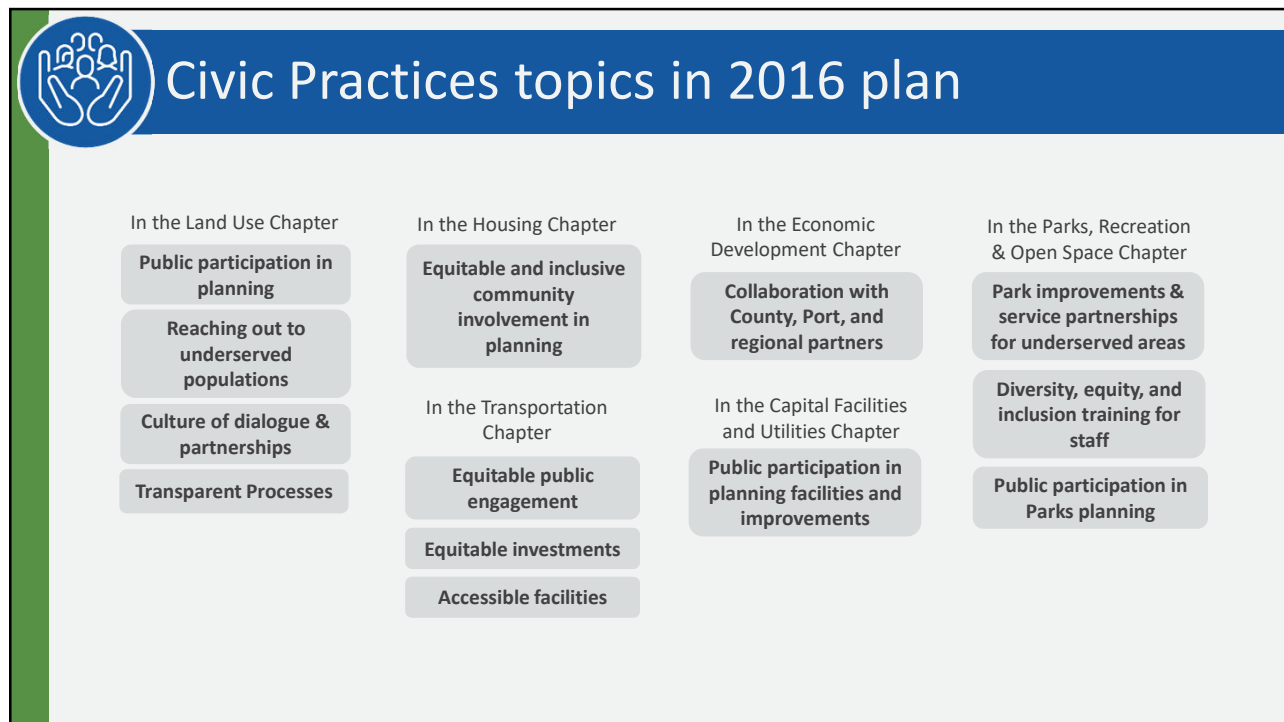
Food Access/Systems

In the Capital Facilities & Utilities Chapter

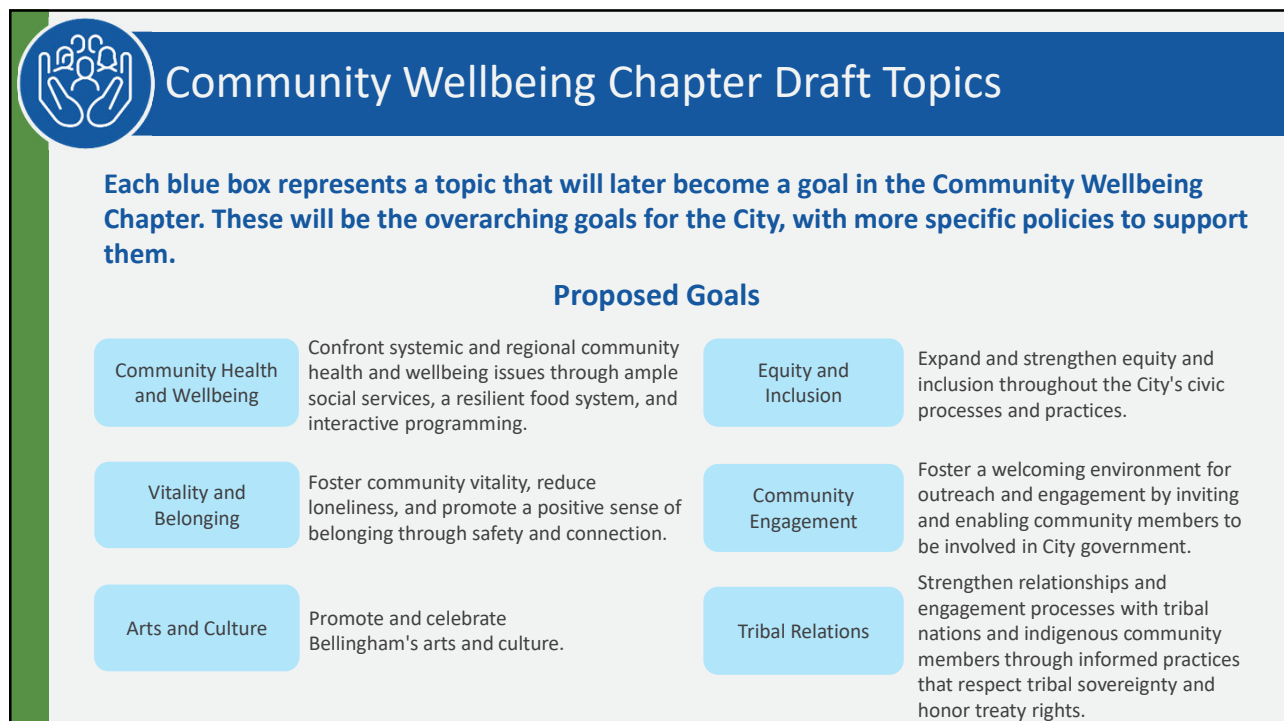
Arts & Culture

Life-Long Learning

6



7



8



## Walking through the Topics

Now, we'll walk through an overview of the proposed updates for each goal. Each bubble represents a concept within that goal. Each concept may become a single policy or several in the final document.

### Existing Concept

*This concept exists in the 2016 Comprehensive Plan already.*

### Some Updates

*Either this concept will be emphasized more than in the current plan, or something minor is being changed about it.*

### New Concept/ Major Updates

*This concept does not exist in the 2016 plan at all or will include significant changes.*



*This icon indicates this concept is related to state requirements or legislation.*

9



### Community Health and Wellbeing

Vitality and Belonging

Arts and Culture

Equity and Inclusion

Community Engagement

Tribal Relations

Reducing food insecurity and homelessness; Promoting positive health outcomes

*Through partnerships and approaches that have been proven to be successful*

Reduce barriers for healthcare, childcare, grocery stores, and educational uses

*Through permissive land use and navigable permitting and review*

Addressing substance use challenges, behavioral health issues, and other community needs

Whatcom County collaboration for health and community services, parks and recreation, and local food system

Encouraging local food production, processing, distribution, and consumption

*Community gardens, urban farming, and farmers and seafood markets*

Increasing access to food, especially in low-income and underserved areas

*Nutritious, affordable, and culturally-appropriate*

Food waste reduction and recovery

Encouraging activity through parks and recreation, programming, transportation, and amenities

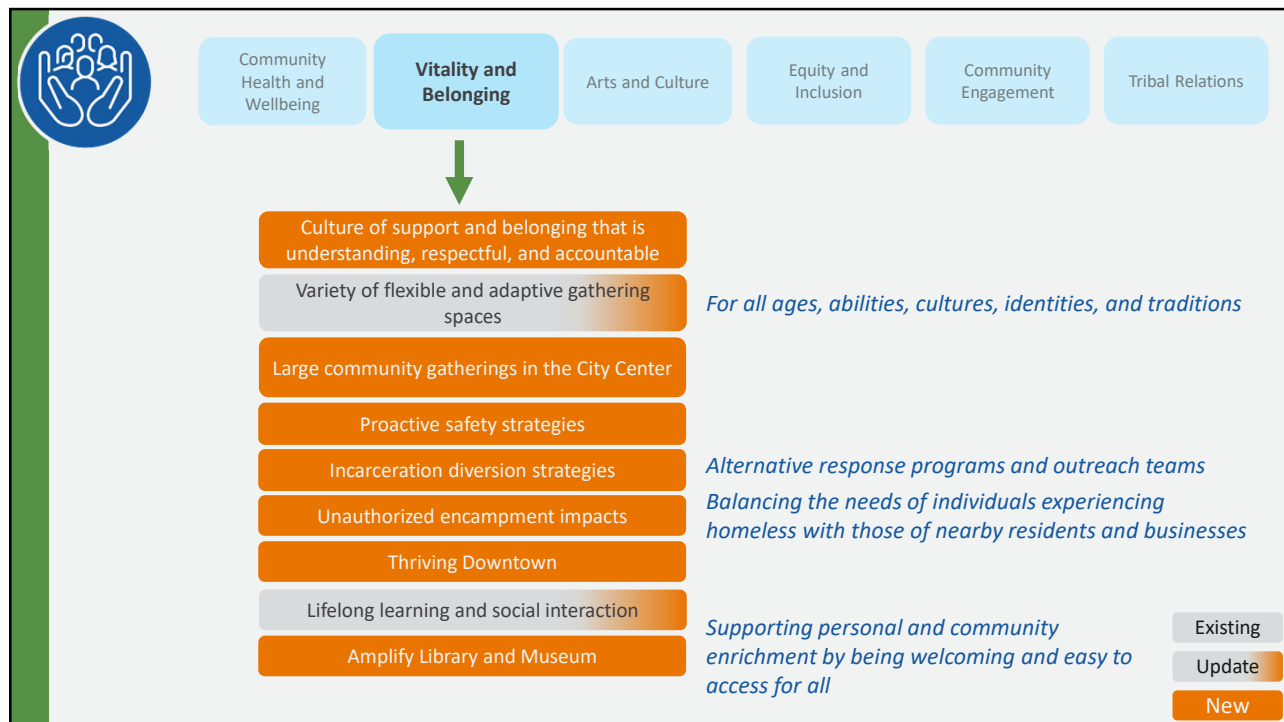
Considering changing needs of residents as they age

Existing

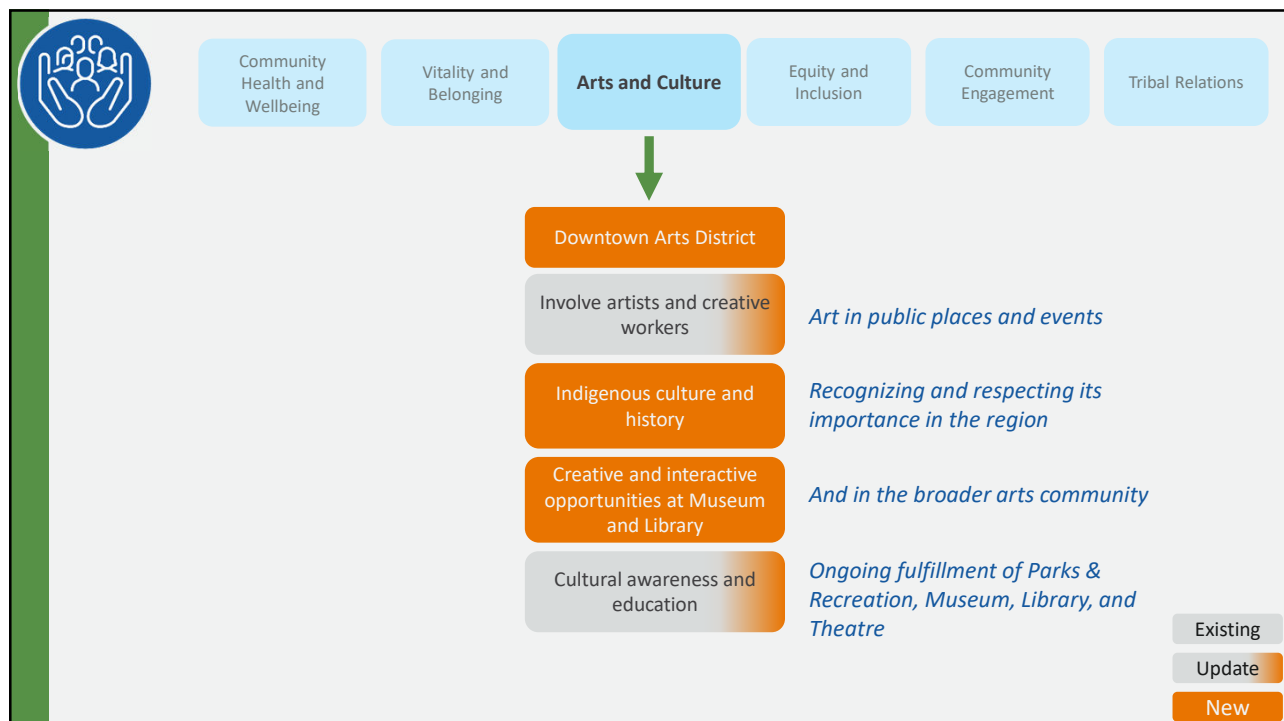
Update

New

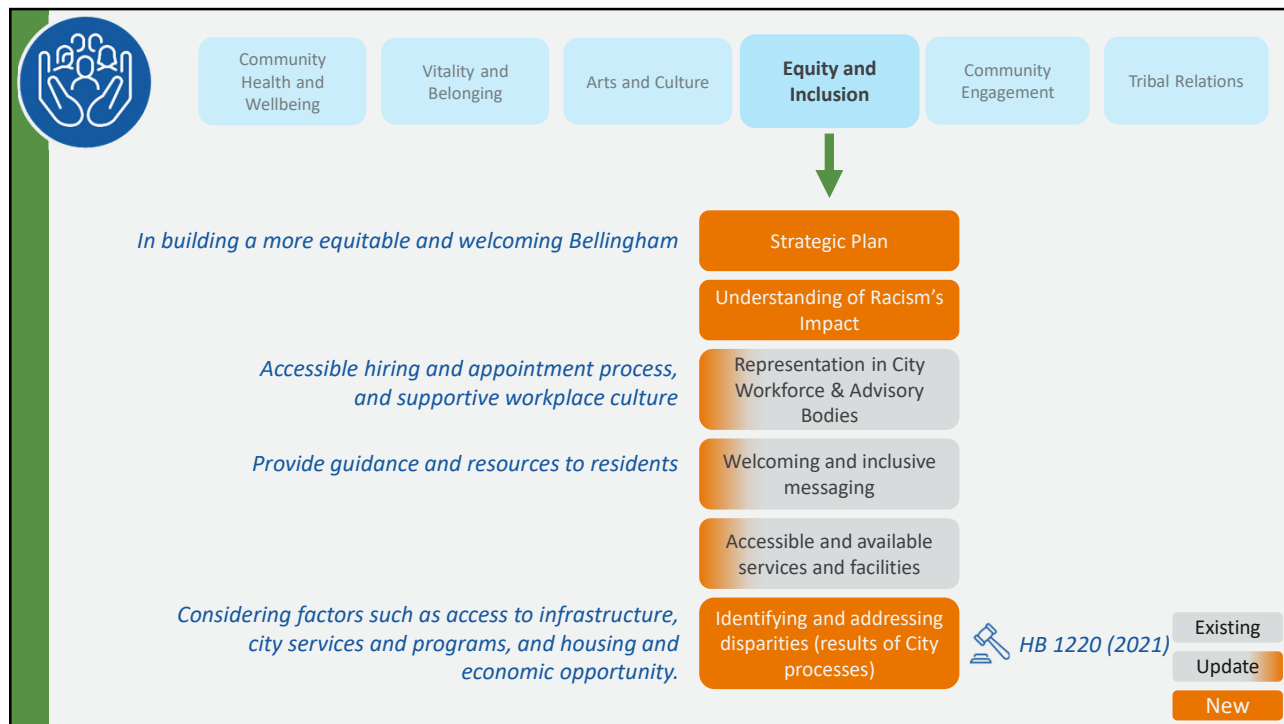
10



11



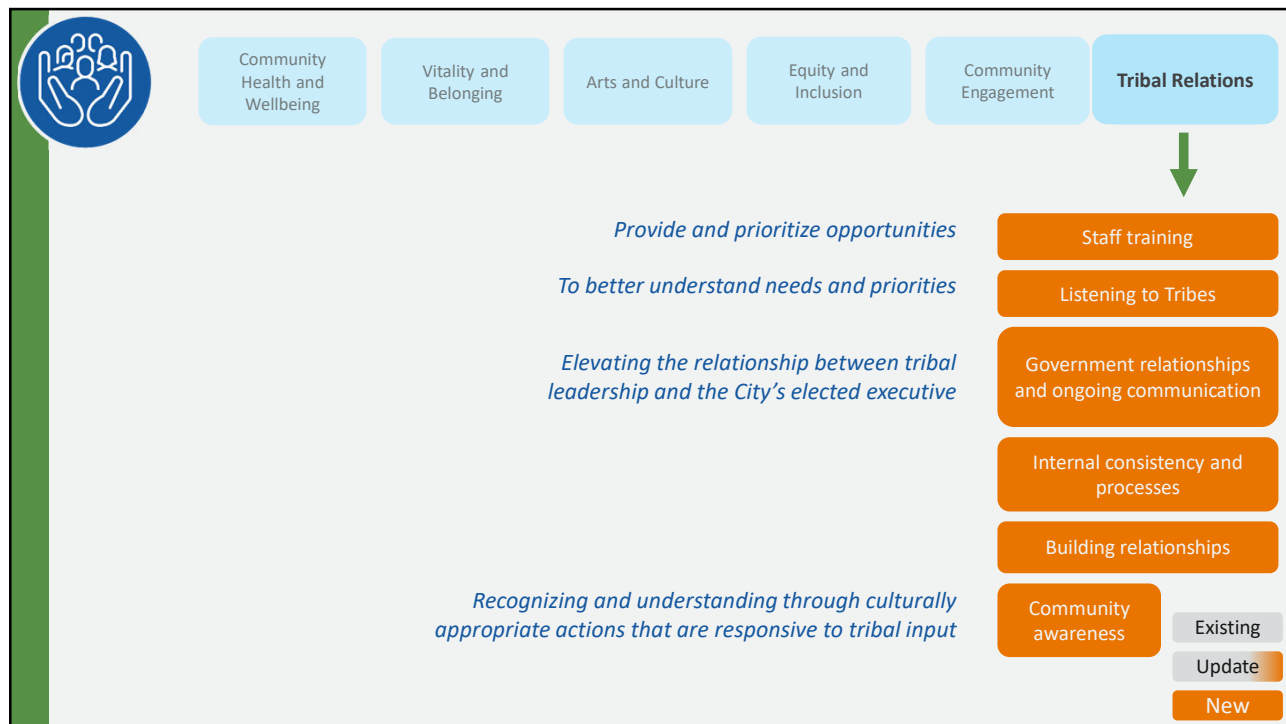
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13



14



15

## Bellingham Public Library - Performance & Activity Measures, 2025

	June		Year to Date		YTD comparison
	2025	2024	2025	2024	2025 with 2024
<b>Holdings</b> - Number of materials in the library's collection					
Physical copies added to the collection	1,707	1,655	9,916	11,564	-14.25%
Electronic copies purchased by BPL	100	109	707	818	-13.57%
Physical copies withdrawn from collection	(847)	(11,672)	(13,785)	(13,723)	0.45%
Total physical holdings			181,955	181,960	0.00%
Total electronic holdings available to BPL			169,161	153,934	9.89%
<b>Total Holdings (Physical and Electronic)</b>			<b>351,116</b>	<b>335,894</b>	<b>4.53%</b>
<b>Circulation</b> - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
<b>Central Library</b>					
Adult	36,956	39,366	232,880	243,145	-4.22%
Youth	39,553	42,997	239,760	244,088	-1.77%
<b>Sub-Total Central</b>	<b>76,509</b>	<b>82,363</b>	<b>472,640</b>	<b>487,233</b>	<b>-3.00%</b>
<b>Fairhaven Branch</b>					
Adult	4,619	4,817	29,216	29,503	-0.97%
Youth	3,100	2,701	16,867	14,728	14.52%
<b>Sub-Total Fairhaven</b>	<b>7,719</b>	<b>7,518</b>	<b>46,083</b>	<b>44,231</b>	<b>4.19%</b>
<b>Barkley Branch</b>					
Adult	4,201	4,484	27,057	27,532	-1.73%
Youth	4,971	4,153	29,242	23,705	23.36%
<b>Sub-Total Barkley</b>	<b>9,172</b>	<b>8,637</b>	<b>56,299</b>	<b>51,237</b>	<b>9.88%</b>
<b>Bellis Fair Branch</b>					
Adult	1,757	1,286	8,135	7,500	8.47%
Youth	1,294	1,904	11,439	11,276	1.45%
<b>Sub-Total Bellis Fair</b>	<b>3,051</b>	<b>3,190</b>	<b>19,574</b>	<b>18,776</b>	<b>4.25%</b>
<b>Bellingham Technical College</b>					
Adult	25	39	250	207	20.77%
Youth	2	0	38	31	22.58%
<b>Sub-Total BTC</b>	<b>27</b>	<b>39</b>	<b>288</b>	<b>238</b>	<b>21.01%</b>
<b>Whatcom Community College</b>					
Adult	216	135	1,156	881	31.21%
Youth	51	17	173	183	-5.46%
<b>Sub-Total WCC</b>	<b>267</b>	<b>152</b>	<b>1,329</b>	<b>1,064</b>	<b>24.91%</b>
<b>Western Washington University</b>					
Adult	232	205	1,730	1,233	40.31%
Youth	54	83	402	495	-18.79%
<b>Sub-Total WWU</b>	<b>286</b>	<b>288</b>	<b>2,132</b>	<b>1,728</b>	<b>23.38%</b>
<b>Sub-Total Physical</b>	<b>97,031</b>	<b>102,187</b>	<b>598,345</b>	<b>604,507</b>	<b>-1.02%</b>
<b>Online Services</b>					
Kanopy	1,915	1,831	12,162	11,432	6.39%
WA Anytime Library Overdrive	39,526	39,596	244,800	244,215	0.24%
Overdrive Magazines	7,867	5,125	46,494	38,034	22.24%
<b>Sub-Total Online</b>	<b>49,308</b>	<b>46,552</b>	<b>303,456</b>	<b>293,681</b>	<b>3.33%</b>
<b>Total Circulation</b>	<b>146,339</b>	<b>148,739</b>	<b>901,801</b>	<b>898,188</b>	<b>0.40%</b>
<b>Holds Activity</b>					
Items placed on hold shelf	48,237	49,594	305,838	312,086	-2.00%
<b>Services</b>					
<b>Persons Visiting</b> - Number of persons counted as they enter the libraries					
Central Library	30,674	29,225	196,645	178,461	10.19%
Fairhaven Branch	2,789	2,807	19,582	18,540	5.62%
Barkley Branch	2,766	2,500	15,586	15,283	1.98%
Bellis Fair Branch	1,679	1,833	11,947	12,796	-6.63%
<b>Total Persons Visiting</b>	<b>37,908</b>	<b>36,365</b>	<b>243,760</b>	<b>225,080</b>	<b>8.30%</b>
<b>Website Visits</b>					
This count reflects number of visits to www.bellinghampubliclibrary.org	40,905	40,612	252,075	254,389	-0.91%
<b>Bibliocommons Visits</b>					
This count reflects number of visits to Bibliocommons	24,205	32,421	153,322	194,903	-21.33%
<b>Total Website Visits</b>	<b>65,110</b>	<b>73,033</b>	<b>405,397</b>	<b>449,292</b>	<b>-9.77%</b>
<b>Computer Usage</b> - Number of sessions					
<b>Central Library</b>					
Adult & Teen (30 terminals)	3,110	2,919	20,549	18,628	10.31%
Childrens (3 terminals)	100	90	529	418	26.56%
Fairhaven Branch (6 terminals)	181	190	1,345	1,376	-2.25%
Barkley Branch (4 terminals)	137	128	782	941	-16.90%
Bellis Fair Branch (4 terminals)	133	114	788	771	2.20%
<b>Total Computer Usage</b>	<b>3,661</b>	<b>3,441</b>	<b>23,993</b>	<b>22,134</b>	<b>8.40%</b>
<b>New Borrowers Registered</b>					
Central Library	537	647	3,472	3,778	-8.10%
Fairhaven Branch	33	55	209	223	-6.28%
Barkley Branch	31	42	163	180	-9.44%
Bellis Fair Branch	36	50	248	317	-21.77%
<b>Total New Borrowers Registered</b>	<b>637</b>	<b>794</b>	<b>4,092</b>	<b>4,498</b>	<b>-9.03%</b>
<b>Programs</b> - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	80	55	664	561	18.36%
Attendees	4,019	3,942	16,307	15,933	2.35%
<b>Volunteer Hours</b>	<b>305</b>	<b>225</b>	<b>2,869</b>	<b>2,859</b>	<b>0.36%</b>

**BELLINGHAM PUBLIC LIBRARY**  
**Board of Library Trustees**

**JUNE 2025 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 JULY 15, 2025, IN ACCORDANCE WITH RCW 27.12.210 AND 27.12.240.

	VENDOR	AMOUNT
<b>Materials, Equipment and Supplies</b>		
Books; DVDs; supplies	Amazon	632.21
Books	Baker & Taylor	14,465.72
Desk chair	Branch Furniture	543.92
Books	Cavendish Square Books	202.77
Yearbooks	Bellingham High Schools	110.00
Books	Ingram Library	119.13
Lost Interlibrary loan	Kearney Public Library	10.00
DVDs, CDs, recorded books	Midwest Tape	1,713.14
Vehicle fuel	Nelson-Reisner Distributor	279.27
Office supplies	ODP Business Solutions	291.40
Lost Interlibrary loan	Salt Lake County Library	14.99
Lost Interlibrary loan	Spokane County Library	15.00
Desk chair	Uplift Desk	542.82
<b>Materials, Equipment &amp; Supplies Sub Total</b>		<b>\$18,940.37</b>
<b>Services and Interfund Charges</b>		
Barkley Branch cleaning	Action Cleaning	722.11
Bellis Fair Branch cleaning	Advantage Building Services	1,477.66
Signage	Applied Digital Imaging	470.34
Hotspot service	AT&T	18.24
Preprocessing	Baker & Taylor	4,184.12
Bellis Fair Branch lease (June - December)	Bellis Fair Mall Territories	37,499.00
Pest management	BioBug	147.15
Natural gas service	Cascade Natural Gas	282.72
Community Relations digital subscription	Cascadia Daily	2,418.06
Banking & credit card fees	City of Bellingham Interfund	20.01
Computer replacement allocation	City of Bellingham Interfund	20,635.92
Facilities allocation (Central & Fairhaven)	City of Bellingham Interfund	79,950.00
Fleet Services	City of Bellingham Interfund	1,510.00
IT Service allocation	City of Bellingham Interfund	25,864.70
Postage	City of Bellingham Interfund	1,360.73
Qualified Energy Conservation Bond sinking fund	City of Bellingham Interfund	2,275.59
Radio Communications Allocation	City of Bellingham Interfund	685.76
Risk Management	City of Bellingham Interfund	8,430.72
Technology replacement allocation	City of Bellingham Interfund	8,784.76
Telecom Services	City of Bellingham Interfund	3,048.89
Water/Sewer/SSW service (Central & Fairhaven)	City of Bellingham Interfund	1,230.45
Barkley & Bellis Fair branch water cooler rentals	Clearwater Systems	112.41
Copies	Copiers Northwest	24.64

**BELLINGHAM PUBLIC LIBRARY**  
**Board of Library Trustees**

**JUNE 2025 CLAIMS**

Alarm system monitoring	Guardian Security	176.10
Copier leases and copies	Kelley Create	1,463.80
Preprocessing	Midwest Tape	239.71
Mobile hotspot	Mobilebeacon	1,375.00
eBooks, eAudiobooks	Overdrive Inc	1,902.24
Bellis Fair internet service	Pogozone Wireless	367.49
Waste disposal service	Sanitary Service Company	1,365.98
Community Relations digital subscription	Seattle Times	19.96
Public copier scan to email software subscription	SMT2GO	100.00
Mileage reimbursement (programming & branch)	Staff	23.52
Barkley Branch operating costs	Talbot Services LLC	533.33
Microfische machine lease	Technology Unlimited	340.08
Hotspot service	Verizon Wireless	1,160.29
B&O Taxes	WSDO Revenue	7.07

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**Services and Interfund Charges Sub Total    \$210,228.55**

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**Gift Fund**

Books; program supplies; hotspot supplies	Amazon.com	431.51
Books	Baker & Taylor	1,195.76
Books	Center Point Large Print	105.82
Books	Ingram Library	171.76
BCD's	Midwest Tape	478.39
Read-along books	Playaway Productions	2,432.99
Digital media	Overdrive Inc	975.56
Replacement hotspots	TechSoup	198.00
Summer Reading yard signs	VictoryStore	5,050.57
Cardstock	WCP Solutions	50.40

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**GIFT FUND OUTLAYS Sub Total    \$11,090.76**

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**Total General Fund claims    229,168.92**

**Total General Fund & Gift Fund claims    240,259.68**



City of Bellingham

Library - Budget to Actual - General Fund

June 2025 50% YTD

	YTD Actuals	Budget	Remaining	% Complete
<b>Revenues</b>				
Grants	0	0		
Print and Copy Fees	8,920	15,000	6,080	59%
Lost, Damage & Non-resident Borrower Fees	5,226	16,100	10,874	32%
Fairhaven Auditorium Rental Fees	0	5,000	5,000	0%
Miscellaneous Revenues	559	0	(559)	
<b>Total Revenue</b>	<b>14,706</b>	<b>36,100</b>	<b>21,394</b>	<b>41%</b>
<b>Expenses</b>				
Salaries and Wages	1,712,858	3,369,234	1,656,376	51%
Personnel Benefits	705,566	1,368,283	662,718	52%
Physical Materials, Equipment and Supplies	116,937	307,932	190,995	38%
Services, Digital Materials and Interfund	1,417,573	2,672,160	1,254,586	53%
<b>Total Expenditure</b>	<b>3,952,934</b>	<b>7,717,608</b>	<b>3,764,675</b>	<b>51%</b>

Library - Budget to Actual - Gift Fund

June 2025 50% YTD

	YTD Actuals	Budget	Remaining	% Complete
<b>Revenues</b>				
Donations	89,356	150,000	60,644	60%
<b>Total Revenue</b>	<b>89,356</b>	<b>150,000</b>	<b>60,644</b>	<b>60%</b>
<b>Expenses</b>				
Gift Fund expenses	34,660	50,000	15,340	69%
<b>Total Expenditure</b>	<b>34,660</b>	<b>50,000</b>	<b>15,340</b>	<b>69%</b>

## QUARTERLY DONATION REPORT for LIBRARY BOARD OF TRUSTEES

### 2025 - 2nd Quarter Donations to Library Gift Fund

Date	Received from:	Amount	Purpose:
4/1/2025	Individual	\$25.00	Library Giving Day
4/8/2025	Friends of Bellingham Public Library	\$5,000.00	Board and Picture Books
4/8/2025	Friends of Bellingham Public Library	\$3,500.00	Book club kits
4/8/2025	Friends of Bellingham Public Library	\$11,500.00	Here and Now Collection
4/8/2025	Friends of Bellingham Public Library	\$10,000.00	Collection Support
4/8/2025	Friends of Bellingham Public Library	\$10,000.00	Read-alongs
4/8/2025	Friends of Bellingham Public Library	\$7,750.00	Summer Reading
4/8/2025	Friends of Bellingham Public Library	\$5,000.00	Wifi Hotspot Replacement
4/22/2025	Group	\$200.00	Book Club Kit
4/29/2025	Individuals	\$75.00	Library Giving Day
5/6/2025	Individual	\$50.00	Unrestricted
5/6/2025	Willows Book Club	\$214.85	Book Club Kit
5/30/2025	Bryce Park Bookies	\$160.00	Book Club Kit
6/3/2025	Friends of Bellingham Public Library	\$2,000.00	Adult Programming
6/3/2025	Friends of Bellingham Public Library	\$1,500.00	Staff Learning Day
6/3/2025	Friends of Bellingham Public Library	\$1,000.00	Community Outreach
6/3/2025	Friends of Bellingham Public Library	\$3,500.00	Library Branded Clothing
6/3/2025	Friends of Bellingham Public Library	\$1,500.00	Staff Recognition & Wellness
6/3/2025	Friends of Bellingham Public Library	\$1,500.00	Teen Programming
6/3/2025	Friends of Bellingham Public Library	\$2,500.00	Youth & Family Programs
6/3/2025	Friends of Bellingham Public Library	\$5,000.00	Summer Reading signs
6/10/2025	Friends of Bellingham Public Library	\$5,000.00	Library Giving Day match
6/24/2025	Individual	\$2,000.00	Large Print collection
6/30/2025	Misc donations April-June	\$187.91	Unrestricted
TOTAL		\$79,162.76	

### 2025 - 2nd Quarter Donations to Library Funds at Whatcom Community Foundation

Date	Received from:	Amount	Fund
4/1/2025	Over 200 Library Giving Day 2025 donors	\$85,843.05	Renovation
4/8/2025	Individual	\$50.00	Unrestricted
6/7/2025	Individual - \$10 monthly (since 5/15)	\$20.00	Unrestricted
6/13/2025	Individual - \$25 monthly	\$75.00	Unrestricted
6/15/2025	Individual - \$10 monthly (since 5/15)	\$20.00	Unrestricted
6/17/2025	Individual	\$50.00	Unrestricted
6/22/2025	Anonymous	\$200.00	Unrestricted
TOTAL		\$86,258.05	

### 2025 - 2nd Quarter Gift Fund balances (as of 7/9/25)

<u>Whatcom Community Foundation</u>		
Bragg - Muldrow Endowment - Spendable portion		\$896,803.54
Capital (\$121,627 designated for Fairhaven Branch capital improvements)		\$271,293.45
Fairhaven Branch Materials		\$9,804.67
Materials		\$15,648.23
Unrestricted		\$91,862.92
Library Giving Day 2024		\$21,264.59
Renovation (includes \$25,000 Friends of the Library gift)		\$85,513.05
TOTAL		\$1,392,190.45
<u>Library Gift Fund</u>		
(Variety of designated funds including \$271,222.73 in WCF distributions)		\$416,874.09
GRAND TOTAL		\$1,809,064.54
Designated Endowment Fund (Held at WCF, principal total)		\$73,331.90

## Patron Use of Databases and Learning Resources

Vendor	Database	Metric	2024	2025	2025			
			Q2	Q1				Q2
			TOTAL	TOTAL	Apr	May	Jun	TOTAL
Candid	Foundation Directory Online#	Profile Views	761	241	238	261	54	553
Data Axle	Reference Solutions*	Detail Records Viewed, Downloaded, and Printed	7	-	7	-	-	7
EBSCO	Consumer Reports	Page Views	9,840	10,183	2,504	3,647	2,878	9,029
EBSCO	Ethnic Diversity Source	Requests	1	-	-	-	-	-
EBSCO	NoveList Plus	Requests	83	87	19	3	102	124
EBSCO	NoveList K-8 Plus	Requests	262	-	19	8	8	35
Gale	Gale databases	Item Requests	359	444	170	137	102	409
Gale	ChiltonLibrary.com	Retrievals	78	238	88	68	105	261
Grey House	Weiss Financial Ratings	Page Views	796	481	430	909	534	1,873
Library Ideas	Freegal	Songs Streamed or Downloaded	27,369	27,676	8,444	7,793	9,252	25,489
LinkedIn	LinkedIn Learning	Video Views	2,449	2,915	593	627	943	2,163
Mango	Mango	Sessions	1,299	1,555	409	533	564	1,506
NewsBank	NewsBank^	Documents Viewed	11,545	11,293	4,277	4,976	3,978	13,231
ProQuest	Ancestry Library Edition#	Document Views	1,434	2,383	385	444	137	966
ProQuest	CultureGrams	Pages Viewed	2,995	9,693	505	226	84	815
ProQuest	HeritageQuest	Records Viewed	568	476	301	26	19	346
ProQuest	US Newsstream & US Dailies	Retrievals	866	930	349	409	346	1,104
ProQuest	Newspapers.com - West	Retrievals	1,057	3,335	997	1,017	1,765	3,779
		<b>TOTAL</b>	<b>61,769</b>	<b>71,930</b>	19,735	21,084	20,871	<b>61,690</b>

# No remote access

\* In-Library stats only. Remote access counted to WCLS

^ In-Library and some remote stats. Other remote access counted to WCLS



## DIRECTOR'S REPORT FOR July 15, 2025

Summer Reading is in full swing at the Bellingham Public Library! It's a season to celebrate stories, spark imagination, and connect with others. From packed storytimes, to conversations across the Help Desk, to proudly displayed "Summer Reading Superstar" signs, this joyful season is made possible by the creativity, coordination, and care of Library staff. From public-facing roles to behind-the-scenes efforts, every contribution plays a part in creating a welcoming and enriching experience for our community. A heartfelt thank you to our amazing team!

## WELCOME & INCLUDE

**Service Highlights:** Public Services staff, Security staff, and our partners at Lake Whatcom Center, use available resources to assist and inform patrons and co-workers every day. This month we would like to highlight Public Services Clerk Jewel Leuba, who sought out relevant and accurate information to support a patron experiencing fraud, Security Attendant Jett Williams, who consistently goes above and beyond to communicate clearly and effectively with patrons and fellow staff, and HEART Specialist Kell McDaniel, who secured resources to provide shoes to a very appreciative patron who had not had them for over two years. (Katrina Buckman, Head of Public Services)

**Public Services Staffing Update:** Audrey Schreiner accepted a 25-hour clerk position and began training on July 1st. Audrey has been a Library Assistant for 2.5 years. Her extensive customer service experience, familiarity with the Library, and balance of empathy, composure, and assertiveness make her well-qualified for the Clerk role. Supervisor of Public Services, Michelle Becker, will also be training two back-up clerks, Kang Cheng and Paul Nunez, to work at the help desk when coverage is needed. Congratulations and thanks to all! (Katrina Buckman, Head of Public Services)

**Security Transition:** As of June 16, Tim Kelley, Dani Sheldon, Rudy Cortez, Jett Williams, and Reo Maruyama have officially transferred to Public Works. We will continue to work closely with the Security team as they help to maintain a safe and welcoming shared public space in the Library. (Katrina Buckman, Head of Public Services)

## ACCESS & OPPORTUNITY

**Outreach Services:** On July 8 and 9, the Library delivered the first collection of items to assisted-living and nursing homes as part of our modified Outreach Services. These collections will rotate quarterly. (Katrina Buckman, Head of Public Services)

**Hotspots Refresh:** This project, funded by a donation from the Friends, is underway. The first batch of 11 new T-Mobile hotspots is in circulation, and the T-Mobile side of the project should be complete around early October when we'll have 35 new devices circulating. On the Verizon side of things, 40 new devices arrived in early July and will be circulating very shortly, with the old hotspots being retired as soon as possible. (Jon McConnel, Head of Digital Services)

**Leaving Palace:** As of the end of June we no longer have access to the ebook platform 'Palace' or its marketplace. The Washington State Library ended their support of a pilot project providing an alternative ebook platform, and we chose not to pick up the on-going expense needed to continue with it. The software never caught up to Libby in user experience, and the additional content purchased by the State Library was not enough of a draw for us to push it. The project started in 2019 with then-State Librarian Cindy Aden supporting a state-wide ebook platform to compete with Overdrive in an attempt to improve the market for digital materials. Technical issues, and then a change in ownership and branding, all delayed the initial launch from 2020 to 2022. WSL's promised three years of support has run out, and we made the difficult decision that the cost we'd have to pick up was not worth it for the quality of the patron experience. (Jon McConnel, Head of Digital Services)

**Ending Chat:** At the end of July we are ending our participation in the international 24/7 library chat service that is locally-branded as 'AskWA'. Launched more than a decade ago, our Librarians have participated by taking weekly shifts in the shared chat queue, and our patrons have had their questions answered by librarians from around the country and world. Due to concerns about service level standards and staffing commitments, we have decided to concentrate on email, phone, and in-person service for Bellingham patrons going forward. (Jon McConnel, Head of Digital Services)

## READ & LEARN

**Teen Summer Reading:** This summer we invite all Bellingham teens to play summer reading bingo at the Bellingham Public Library by filling in at least five bingo squares and returning their card to their local branch. Bingo finishers receive a free book to keep and a chance to win one of several prizes including two Grand Prizes, a Blackout Bingo prize, and awards for the prettiest cards. Teen Services librarian Jennifer Lovchik and youth services staff handed out over 500 bingo sheets to Bellingham Public Schools sixth graders at the end of the year during booktalks at the school libraries. Playing summer reading bingo encourages more than just reading in middle and high school students, it promotes intentional interaction with both the materials they consume over the summer ( books, audiobooks, games and more) and with the library community. (Jennifer Lovchik, Teen Services Librarian; Bethany Hoglund, Deputy Library Director)

**Community Voices Film Fest, Nov. 1:** Details have been confirmed and registration is now available for the Library's re-scheduled digital stories event, titled Listen Deeply: Community Voices Film Fest. It will be held on Saturday, Nov. 1, 10 am – 12:30 pm at Hotel Leo. The event is free and open to the public. To RSVP/ register, the event listing can be found [here](#). (Annette Bagley, Head of Community Relations)

## INFORM & INVOLVE

**Thank you Summer Reading Prize Partners:** This year 17 local businesses are participating as Summer Reading Prize Partners by providing coupons for BPL to distribute to kids ages 5 – 12 who complete their Summer Reading Activity Cards and return them to the Library. Community Relations team members Jenni Johnson and Miranda LeonJones distributed posters to the businesses to promote Summer Reading, and took fun photos for the Library to share on social media to thank these generous partners! (Annette Bagley, Head of Community Relations)



**Pride IN Bellingham Parade, July 13:** Bellingham Public Library was asked to walk with the City of Bellingham this year as part of the Mayor's One City team. Members of the Library Board of Trustees and the Friends of the Bellingham Public Library have also been invited to walk with Library staff in the Pride Parade through downtown Bellingham. (Annette Bagley, Head of Community Relations)

**Library Card Night at the Bellingham Bells:** On June 26 we had a rainy, but still fun Library Card Night at the Bellingham Bells game to distribute Summer Reading Activity Cards for Adults, Teens, Kids and Early Learners. A total of 225 general admission tickets were distributed to Library card holders that evening. (Annette Bagley, Head of Community Relations)



## THRIVE & GROW

**Microsoft 365 - File Migration Plan:** Jon McConnel, Jen VanderPloeg, and Katrina Buckman have begun preparations for the IT Department's migration of the Library's shared files from a local server into Microsoft cloud storage, specifically the City's SharePoint system. We're expecting the migration will happen this fall. The team will work with IT as well as work groups within the Library to determine specific needs and the best tools to share documents effectively and securely. (Katrina Buckman, Head of Public Services)

**Staff Bicycle Parking:** We have been working with Public Works to resolve our long-standing issue of a lack of storage space for staff to park their bicycles while at work. Efforts are underway to clear a locked storage area that has historically been used by Public Works to store custodial and maintenance equipment. After cleaning, bike racks will be added to create a secured area with adequate space to accommodate the bikes for staff who regularly ride to work. It should be completed by the end of the month. (Jen Vander Ploeg, Head of Operations)

**Renovation Project Updates:** In anticipation of re-starting the renovation design work later this summer, we have started a review of the plans at the point we paused the project in early 2024. We are working to identify all of the funding constraints and operational changes that have arisen since we paused the project. By gathering this information in advance, we hope to minimize the number of hours that the architect will need spend updating the drawings and cost estimates. (Jen Vander Ploeg, Head of Operations)

Respectfully submitted,

Rebecca Judd



## 2025 Annual Action Plan

### **WELCOME & INCLUDE: We offer welcoming, safe places and experiences, where connections and understanding flourish.**

- Q1, Q2 Focus on two key goals identified by Library staff:
  - Top internal goal: stronger advocacy for employee/staff safety and mental health
  - Top external goal: make the Library feel safe for everyone
- Q1, Q2 Support the transition of Security to a Citywide division
- Q1, Q2 Update Emergency Management plans and procedures for all Library locations, addressing fire, lethal threats, inclement weather, hazardous materials, and air quality

### **ACCESS & OPPORTUNITY: We connect people with opportunities and resources to solve problems and help them achieve their aspirations.**

- Q1, Q2 Evaluate service priorities and develop strategies to maximize community access to library services in a period of limited fiscal and staffing resources.
- Finalize the purchase and installation of the Barkley Community Drop Box to improve community accessibility
- Research options for improving print services for patrons and provide recommendations
- Update the confidentiality policy to ensure clarity and alignment with best practices
- Q1 Enhance website accessibility as part of a Citywide project

### **READ & LEARN: We inspire a lifetime of reading, learning, curiosity, and discovery.**

- Q1, Q2 Plan and host two large-scale events for adults focused on important community topics

**INFORM & INVOLVE: We provide information and activities to stay abreast of community issues and events, fostering informed, active participation in civic life.**

- Collaborate with the City planning team to develop programming for the mens' soccer World Cup, fostering community engagement through cultural events
- Deliver a National Library Week presentation to the City Council

**THRIVE & GROW: We are a valued community partner and trusted city service, playing a central role in Bellingham life.**

- Q1, Q2 Finalize the design and successfully bid the Central Library renovation project
- Establish a "Learning Hours" system to support ongoing staff education and professional development
- Q1 Complete annual performance reviews for all benefitted Library staff
- Q1, Q2 Develop and implement funding strategies focused on capital projects and planned giving, including an expanded Library Giving Day campaign to support the Children and Teen remodel
- Develop a schedule of Board training sessions, including a collaborative session with WCLS Trustees
- Track achievements from the 2020-2025 strategic plan and report on trends in preparation for 2026 strategic planning

## Collection Budget, Overview

Description	2019	2020	2021	2022	2023	2024	2025
	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Print Books	\$287,279	\$287,279	\$287,279	\$317,279	\$257,500	\$234,256	\$171,756
Audio Books on CD	\$30,000	\$30,000	\$30,000	\$30,000	\$14,300	\$14,300	\$14,300
Music on CD	\$18,500	\$18,500	\$18,500	\$18,500	\$3,100	\$3,100	\$3,100
DVDs	\$6,500	\$6,500	\$6,500	\$6,500	\$47,500	\$47,500	\$47,500
Print Periodicals & Newspapers	\$60,000	\$60,000	\$60,000	\$60,000	\$23,336	\$21,580	\$21,583
Databases (incl. Digital Newspapers)	\$27,000	\$27,000	\$27,000	\$27,000	\$38,000	\$38,000	\$38,000
Overdrive (eBooks, eAudio, eMagazines), Kanopy (streaming film), Freegal (streaming music)	\$119,458	\$119,458	\$119,458	\$119,458	\$260,000	\$290,000	\$197,500
Pre-processing	\$94,728	\$94,728	\$94,728	\$94,728	\$84,728	\$84,728	\$84,728
	<b>\$643,465</b>	<b>\$643,465</b>	<b>\$643,465</b>	<b>\$673,465</b>	<b>\$728,464</b>	<b>\$733,465</b>	<b>\$578,468</b>
<b>Total Lib Operating Budget</b>	<b>\$5,393,738</b>	<b>\$5,799,387</b>	<b>\$5,117,660</b>	<b>\$6,201,278</b>	<b>\$7,405,596</b>	<b>\$8,074,281</b>	<b>\$7,717,608</b>
<b>% of Total Budget/Materials</b>	<b>11.9%</b>	<b>11.1%</b>	<b>12.6%</b>	<b>10.9%</b>	<b>9.8%</b>	<b>9.1%</b>	<b>7.5%</b>
<b>Population of Bellingham</b>	90,035	91,482	89,860	93,910	95,960	97,270	98,340
<b>LOS Materials</b>	7.146831788	7.033787412	7.160749388	7.171387499	7.591329721	7.540505192	5.882326012
<b>Difference fr. Previous Year</b>	(+) \$90,000	No difference	No difference	(+) \$30,000	(+) \$30,000	(+) \$30,000	(-) \$155,000*
<b>% Difference fr. Previous Year</b>	(+) 16.3%			(+) 4.7%	(+) 4.5%	(+) 4.3%	(-) 21.1%
<b>One-time increase</b>					(+) \$25,000 Bellis Fair		* \$30,000 error
<b>Level of Service - Materials/Capita</b>	Forecast: Library Materials Expenditure/Capita (annual), adjusted for inflation and population growth						
	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	
<b>Low</b>	\$5.78	\$5.87	\$5.96	\$6.06	\$6.16	\$6.26	
<b>Medium</b>	\$8.67	\$8.81	\$8.95	\$9.09	\$9.24	\$9.38	
<b>High</b>	\$11.56	\$11.74	\$11.93	\$12.12	\$12.31	\$12.51	