



King County Library System Board of Trustees Meeting

KCLS Service Center
5pm ♦ July 26, 2017

PRESENT

KCLS BOARD

Robin McClelland
Robert Spitzer
Lalita Uppala

KCLS Staff

Julie Acteson
Beth Castleberry
Jenny Engstrom
Maria Hatcher
Holly Koelling
Tess Mayer
Chris Middaugh
Cynthia McNabb
Jed Moffitt
Bruce Schauer
Greg Smith
Stephen Smith
Jim Wood

MOTIONS APPROVED

1. Board Meeting agenda
2. June 28, 2017 Board meeting minutes
3. Payroll expenditures
4. General Fund #0010 expenditures
5. Construction Bond Fund 1988 #3020 expenditures
6. Capital Project Fund 2005 #3070 expenditures
7. Gift Fund #6010 expenditures

CALL TO ORDER

Rob Spitzer presided in the absence of Board President Jim Wigfall. He called the meeting to order at 5:02pm.

Rob welcomed Pamela Grad, who has been nominated by King County Executive Dow Constantine to serve on the KCLS Board of Trustees, which has recently been expanded by legislative action from five to seven members. Ms. Grad's official appointment by Executive Constantine is pending.

APPROVAL OF AGENDA

Robin McClelland moved approval of the Board Meeting agenda. Lalita Uppala seconded and the motion passed unanimously.

APPROVAL OF BOARD MINUTES

Lalita Uppala moved approval of the June 28, 2017 Board Meeting minutes. Robin McClelland seconded and the motion passed unanimously.

PUBLIC FORUM

Kristi Weir read a letter for the record:

My name is Kristi Weir and I live in Bellevue. I notice that King County Library System is listed as one of the community supporters of Communities United for Reliable Energy (CURE) which endorses Puget Sound Energy's Energize Eastside (EE) project. I want to know WHY KCLS endorses EE when there are cheaper, more environmentally friendly, and less risky ways to increase reliability of our power grid. EE would mean building an 18-mile, 230,000 volt transmission line through neighborhoods in four cities, over pipelines carrying high explosive jet fuel, and necessitating the cutting of nearly 6,000 trees.

My question, again, is why did KCLS sign on to endorse a project when newer, greener, safer, and cheaper technologies are available?

I would welcome the opportunity to meet with KCLS to explain why I think there is a better solution to Bellevue's energy needs than PSE's Energize Eastside. By the way, 60 percent of PSE energy comes fossil fuels.

Steve Smith said he will look into the matter and contact Ms. Weir before the next Board meeting.

KCLS OMBUDS PROGRAM

Staff member Chris Middaugh talked to the Board about development of the KCLS Ombuds Program, a confidential, informal, impartial and independent conflict-resolution resource available to all library employees. An Ombuds works with employees to help resolve organizational conflicts before they become major issues. The program is designed to complement Human Resources policies and Union grievance procedures.

Beginning in mid-April and continuing through May, 19 meetings were held at Service Center, Preston, and various library branches to present and discuss program development with staff. Participants were very passionate about KCLS and offered a number of comments and suggestions on how best to implement the program:

- Virtually all attendees agreed that an Ombuds program would be useful at KCLS. As with many large organizations, KCLS has a complex bureaucracy that can be challenging to navigate. When conflicts arise, the path to resolution can often be unclear.
- A concern was expressed that the Ombuds will simply be a “tool of management” and not an impartial, autonomous position. It is important that the resource be introduced and supported as a position truly independent of organizational politics.
- Employees strongly prefer that meetings with an Ombuds take place at a location away from Service Center and library properties.
- Most employees thought that an ombuds should be an external candidate and agreed that experience and impartiality is more important than familiarity with KCLS culture.
- Employees recognize the usefulness of an annual Ombuds report to the Board to include the type and number of issues addressed over the year.
- An anonymous, post-visit online evaluation would provide useful feedback to the Ombuds and to the Board.
- Union - We reach out regularly to Local 1857 with an invitation to meet at any time to discuss the Ombuds Program, answer questions, and reassure union leadership that the Ombuds will not in any way interfere with formal grievance procedures.

Chris said that as he conducted research, other organizations with Ombuds programs were very generous with their time and assistance, including the University of Washington, Washington State University, Fred Hutchinson Cancer Research Center, and Seattle Public Schools. He also obtained useful documents and guidelines from the International Ombudsman Association.

PUBLIC FORUM REOPENED

Rob Spitzer reopened the Public Forum to accommodate a late-arriving patron.

Fiona Cofield read a letter for the record:

My name is Fiona Cofield and I am a resident of Bellevue, Washington. I have recently seen the King County Library System on a list of community supporters of Citizens United for Reliable Energy (CURE). CURE supports Puget Sound Energy's "Energize Eastside" (EE) project. EE is costly, both environmentally and financially. In order to build an 18-mile, high-voltage transmission line that would run through neighborhoods from Redmond to Renton where from 4,000-6,000 trees would need to be removed, and the project costs PSE customers an estimated \$1 billion.

I am here tonight to ask why KCLS supports this project considering the environmental damage and high cost such an operation would require. More than 130 cities in the U.S. have managed to meet growing energy needs through safer, cheaper, and less environmentally destructive projects.

I urge you to look into the potential hazards that EE poses, and to inquire about alternate proposals and options that have been widely researched--and that are currently supported by organizations such as the Sierra Club, 350.org, and some indigenous tribes in the area. Such methods to maintain electrical reliability are totally feasible, and would enable Bellevue to stay a clean, safe, and habitable city in which citizens and businesses can thrive. In this period of innovation and growth, we should demand nothing less.

KENT PANTHER LAKE AND BOULEVARD PARK LIBRARY PROJECTS

Architects from Fivedot Architects and the Working Group presented updates on the Kent Panther Lake and Boulevard Park Library projects, respectively.

2018 BUDGET: FOCUS AND PRIORITIES

As discussed in the Finance Committee meeting, Interim Director Stephen Smith presented an overview of KCLS' 2018 budget priorities. Staffing expenditures will be impacted by salary adjustments resulting from the classification and compensation study initiated last year, but department budgets will remain flat to maintain a three-percent reduction in expenditures that was implemented in 2017. KCLS will continue to make investments that develop staff; ensure a welcoming community presence; offer responsive programs and services; and highlight diverse collections and resources. Steve emphasized that the budget investments listed are not prioritized in any particular order.

FINANCE REPORT

General Fund Expenditures in June were \$9.7M compared to the monthly budget average of \$9.9M. Year-to-date expenditures for staff salaries and benefits are \$35.8M compared to \$33.96M for the prior year, representing a year-over-year increase of 5.5 percent. The increase is driven by labor contracts that recently went into effect.

General Fund revenue of \$1.2M includes \$841K in current property-tax payments. KCLS will not receive any significant revenue again until the second semiannual property tax payment in October.

Expenditures in the 307 Fund were \$53K and included \$28K in design fees for Kent Panther Lake Library and a \$15K final payment for the Mercer Island project.

Expenditures in the 302 Fund of \$149K includes construction payments of \$121K for the Tukwila Library and \$28K for Library Connection at Southcenter.

APPROVAL OF MONTHLY EXPENDITURES

Lalita Uppala moved approval of Payroll expenditures for June in the amount of \$2,744,696.17: June 1-15 Ck#170389-170459; 230001-231243 and Jun 16-30 Ck#170460-170526; 250001-251237. Robin McClelland seconded and the motion passed unanimously.

Robin McClelland moved approval of General Fund #0010 expenditures for June in the amount of \$2,832,839.49: Travel Advances - Ck#1255-1257; (06/20) Ck#1097811-1097885; (06/21) Ck#1097886-1097919; (06/22) Ck#1097920-1097925; 1097926-1098004; (06/23) Ck#5008129-5008130; (06/23) Ck#5008131-5008161; 1098005-1098021; (06/26) Ck#1098022-1098046; 5008162; (06/27) Ck#1098047-1098070; (06/29) Ck#1098071-1098176; (07/03) Ck#5008163-5008188; 1098177-1098200; (07/05) Ck#1098201-1098232; 1098233-1098322; (07/05) Ck#5008189-5008191; 1098323-1098326; (07/06) Ck#1098327-1098365; (07/07) Ck#5008192; Voids - Ck#. Lalita Uppala seconded and the motion passed unanimously.

Lalita Uppala moved approval of Construction Bond Fund 1988 #3020 expenditures for June in the amount of \$27,275.34: (06/20) Ck#3021073; (06/26) Ck#3021074; (06/29) Ck#3021075-3021077; (07/05) Ck#3021078-3021079. Robin McClelland seconded and the motion passed unanimously.

Robin McClelland moved approval of Capital Project Fund 2005 #3070 expenditures for June in the amount of \$26,439.78: (06/29) Ck#3073699-3073700. Lalita Uppala seconded and the motion passed unanimously.

Lalita Uppala moved approval of Gift Fund #6010 expenditures for June in the amount of \$750.00: (06/26) Ck#6010694. Robin McClelland seconded and the motion passed unanimously.

DIRECTOR'S REPORT

Steve Smith said he has visited all 48 libraries in his first three months as Interim Director and is impressed that despite the differences in size and location, all libraries play an important part in their communities. He said it has been a pleasure to watch helpful staff interact with the public. He said the love for their job is evident and deserves attention.

Steve thanked Robin McClelland and Bruce Schauer who, in addition to himself, attended a naturalization ceremony at Shoreline Library. He said he is proud that KCLS hosts these events and citizens are appreciative of the ceremonies.

KCLS has hired the firm Herd Freed Hartz to lead the search for a permanent library director. Consultant Fred Pabst will be given a tour of the KCLS Service Center, Preston facility and a few libraries to learn more about KCLS. The estimated timetable remains the same. KCLS anticipates candidate interviews in late fall and hopes to extend an offer before the end of the year.

The KCLS Foundation has announced that Kareem Abdul Jabbar will be the keynote at the 2018 Literary Lions Gala. The former NBA star is a prolific writer who has written several books, including his most recent "Coach Wooden & Me: Our 50-Year Friendship On and Off the Court."

Steve conceded his time to Holly Koelling who distributed a newer version of "You, KCLS and the Road Ahead: Paved with Knowledge." The booklet outlines KCLS' new Strategic Focus and contains the same content that the Board approved in May, but the booklet has been modified to improve the presentation of information.

ADJOURNMENT

The meeting was adjourned at 6:16pm.

Jim Wigfall, President



Angélica Alvarez, Secretary