CALL TO ORDER
President Anne Repass called the meeting to order at 5:04pm.

APPROVAL OF AGENDA
Srini Raghavan moved approval of the Board Meeting agenda. Pamela Grad seconded, and the motion passed unanimously.

APPROVAL OF BOARD MINUTES
Ron Higgs moved approval of the February 23, 2022 Board Meeting minutes. Harish Kulkarni seconded the motion. All voted in favor and the motion passed unanimously.

PUBLIC FORUM
Helen Stanwell asked the following questions during the public forum period:
1. When the libraries will return to their normal operating hours.
2. With regards to meeting room access, does KCLS care about the people who use the library meeting rooms and currently have less opportunity in the evenings for meeting?
3. Will KCLS be giving tax refunds for all of the times the libraries have been closed?
4. What were the staff turnover rates in 2006, 2007, 2018, 2019, 2020, 2021?

Executive Director Lisa Rosenblum addressed the first three questions, and instructed Helen to submit a public records request for the staff turnover statistics. Lisa stated that we are in the first phase of increasing hours and are listening to community feedback for guidance on future changes. Meeting rooms should be open in May. Property taxes are paid directly to King County; there is no way for us to issue refunds.

STAFF REPORTS
The Information Technology Services (ITS) director Sergio Razo introduced his Evergreen team of BJ Colvin, Matthew Carlson and Bill Erickson; their work falls under the Business Applications unit of ITS. They shared the history and evolution of KCLS’ integrated library system (ILS), Evergreen, which is the software that helps manage, catalog and circulate collection materials. Evergreen is open-source software, which means that any user can contribute to or enhance the code. KCLS began working to adopt Evergreen in 2008 and has been a strong contributor to the software’s development and improvement over the years. KCLS’ contributions have a global impact on the product which is currently being used by approximately 2,000 libraries worldwide.

Recently KCLS transitioned to a browser client version of the software, which offers many benefits for staff. For ITS staff the transition has allowed increased customization and flexibility when changes are desired. KCLS does not have to accept the upgrades that are provided by the vendor; it can prioritize which features will benefit the Library System the most and devote resources to development in those areas.
The Collection Management Services (CMS) director Tracey Thompson gave a presentation on the current process improvements occurring in her department. The scope of the work of CMS is to select the materials we offer in the library, make them easier to find by patrons and to manage the circulation of those materials within the Library System. One key metric used by the department is overall circulation, divided into digital and physical items. Physical circulation has been on a slow decline since 2014, and declined dramatically during the pandemic as patrons shifted to digital materials. While our libraries have been closed or limited in service, digital circulation has increased dramatically; KCLS is one of the top four libraries in the world for digital circulation in Overdrive.

Current projects for the CMS team include an Evergreen configuration audit; an automated shipping notification project and a world language evaluation, which will be based on recommendations from the staff and community Diversity, Equity, and Inclusion (DEI) assessment currently underway. Two work teams also have been established: the Collection Advisory team and the Intellectual Freedom committee.

FINANCE REPORT
Finance Director Nicholas Lee presented. The total General Fund revenue in February was $1.5M, which is only 1.1% of the annual budget of $137.3M; this lags projections by slightly less than $1M. Total General Fund expenditures in February were $18.7M, which reflects 13.7% of the total budget of $137.3M. February expenditures in the Capital Investment Program (CIP) were $700K, which represents 13.3% of the budgeted amount of $5.6M.

APPROVAL OF MONTHLY EXPENDITURES
Laëtitia Uppala moved approval of Payroll expenditures for February in the amount of $2,588,262.79: (2/04) Ck#00200920-00200932; 461123755-461124858; (2/18) Ck#00200933-00200946; 464909939-464911034. Pamela Grad seconded and the motion passed unanimously.

Laëtitia Uppala moved approval of General Fund #0010 expenditures for February in the amount of $4,871,185.73: Travel Advances - Ck#1424; (2/09) Ck#5012920; (2/09) Ck#1138115-1138147; (2/16) Ck#5012921-5012924; (2/16) Ck#1138148-1138153; (2/17) Ck#1138154-1138233; (2/17) Ck#5012925-5012939; (2/23) Ck#1138234-1138323; (2/24) Ck#1138324-1138358; (3/02) Ck#5012941-5012944; (3/02) Ck#1138359-1138362; (3/02) Ck#1138363-1138425; (3/03) Ck#1138426-1138439; (3/07) Ck#1138440-1138464; (3/07) Ck#5012945 Voids - 0. Srini Raghavan seconded and the motion passed unanimously.

RESOLUTION 2022-02
John Sheller presented Resolution 2022-02, titled Public Records Act Charges for Copying. The resolution adopts the state public records copy fee schedule as defined by RCW 42.46.120. Ron Higgs made a motion to approve Resolution 2022-02. Lalita Uppala seconded the motion. All voted in favor and the motion passed unanimously.

DIRECTOR’S REPORT
Executive Director Lisa Rosenblum reported that she just returned from the Public Library Association conference in Portland. This was the first in-person conference since the pandemic began. Numerous staff members gave presentations at the conference, and KCLS sponsored a career table for job applicants.

In-person programming is scheduled to resume next month. It will be added gradually as staff feel more comfortable. There will continue to be hybrid options because remote programming has proved to be successful during the pandemic. Soon, the public also will be able to book community rooms.

The KCLS Foundation hosted their annual gala in a hybrid format in March. Approximately 400 people attended in-person and many attended remotely.

During the first week of March, Lisa went to Washington D.C. for an event sponsored by the Institute of Museum and Library Services (IMLS). The focus of the event was empowering readers. Data shows that the digital environment of the past two years has contributed to a decrease in literacy rates among children. IMLS is asking public libraries to help; returning to in-person programming is a first step.
TRUSTEES REPORT
Anne Repass said she visited some libraries recently and was especially impressed with the usage of the mall libraries, notably Southcenter and Crossroads.

Laura Valenziano wondered if we could look into offering popular programs like ABCmouse to patrons at home as a way to expand our service. The program is currently available through library computers only.

Lalita Uppala has been working with KCLS Social Impact Coordinator Jo Anderson to empower immigrant refugee organizations; together they are creating workshops and training for the small business community.

ADJOURNMENT
Anne Repass adjourned the meeting at 6:31pm.

Anne Repass, President

Harish Kulkarni, Secretary