



King County Library System
Board of Trustees Meeting
KCLS Service Center
5pm ♦ July 27, 2022

MOTIONS APPROVED

PRESENT

KCLS Board

Ron Higgs
Harish Kulkarni
Srini Raghavan*
Anne Repass
Lalita Uppala
Laura Valenziano

KCLS Staff

Julle Acteson
Maria Bassett
Angie Benedetti
Nicholas Lee
Angie Miralfor
Dominica Myers
Danielle Perry
Sergio Razo
Lisa Rosenblum
Ken Ryals
Cecile Streltman
Tracey Thompson

*attended remotely

1. Board Meeting agenda
2. June 29, 2022 Board Meeting minutes
3. Payroll expenditures
4. General Fund #0010 expenditures

CALL TO ORDER

President **Anne Repass** called the meeting to order at 5:02pm. **Srini Raghavan** attended remotely.

APPROVAL OF AGENDA

Lalita Uppala moved approval of the Board Meeting agenda. Laura Valenziano seconded, and the motion passed unanimously. (Trustee Srini Raghavan was not on camera for this vote)

APPROVAL OF BOARD MINUTES

Ron Higgs moved approval of the June 29, 2022 Board Meeting minutes. Harish Kulkarni seconded the motion. All voted in favor and the motion passed unanimously. (Trustee Srini Raghavan was not on camera for this vote.)

PUBLIC COMMENT

Patron Yoshiko Saheki from Shoreline urged the Board to eliminate overdue fines as a matter of policy. She reminded the Board that it is its responsibility to determine whether the System keeps or removes fines. She said staff would adjust to having less revenue if fines were eliminated, and in her opinion, it is the Board's job to eliminate what she considers a regressive revenue source.

STAFF REPORTS

Director of Information Technology Services (ITS) Sergio Razo gave an update on the new equipment in KCLS Service Center room 2AB, which now supports hybrid meetings. Hybrid meetings allow some people to attend in person and some to attend remotely. The new equipment was purchased with funds from an American Rescue Plan Act (ARPA) grant; it enhances the overall meeting experience, and adds value to all our stakeholders, including staff, patrons and community members. The equipment features two screen carts for displaying remote participants, eight laptops, new cameras and integrated audio.

Public Services Specialist Annie Poyner spoke about Study Zone Plus. Prior to the pandemic, Study Zone was a long-standing program which offered tutors for K-12 students in the library buildings. During the pandemic, the program shifted to an online format and was rebranded as Study Zone Plus because it expanded beyond the initial scope. In addition to online tutors, it now includes Reading Buddies, Math Club, as well as Kids and Teen Talk Time. Attendance has steadily increased in the 18 months since the program's expansion. There have been over 700 student visits each month in 2022. The shift to the online format also has created an access point to library services that did not exist for some students in the past. Librarians have been able to connect these students with library cards and are assisting with book checkout and other library services.

When students log in to Study Zone Plus, they are welcomed by a greeter, who asks which activity they would like to do that day. Based on their answer, they are assigned to one of four breakout rooms: tutoring, Reading Buddies, Math Club, or Talk Time. Students can return to the main room, or lobby, and request to move to a new activity. The majority of visitors participate in two or more activities per

visit. Math Club has been a surprise hit with students. This program utilizes high school juniors and seniors seeking volunteer opportunities as instructors with younger students who need math support.

Finance Director Nicholas Lee presented the Finance report as of the end of June or the halfway point of the year. Year-to-date (YTD) revenues at the end of June were \$73.5M, slightly higher than projections of \$71.7M. YTD expenses as of the end of June were \$57M, which is lower than the projected amount of \$66.1M. CIP expenses YTD were \$2.6M, accounting for 46.1% of the total budget.

APPROVAL OF MONTHLY EXPENDITURES

Ron Higgs moved approval of Payroll expenditures for June in the amount of \$2,671,637.21: (6/10) Ck#00201062-00201074; 498661577-498662628; (6/24) Ck#00201075-00201089; 502941170-502942208. **Harish Kulkarni seconded and the motion passed unanimously.**

Lalita Uppala moved approval of General Fund #0010 expenditures for June in the amount of \$5,968,768.88: Travel Advances - Ck#1435; (6/03) Ck#1139978; (6/08) Ck#5013025-5013028; (6/08) Ck#1139979-1139982; (6/08) Ck#1139983-1140009; (6/09) Ck#1140010-1140118; (6/15) Ck#5013029; (6/15) Ck#5013030; (6/15) Ck#1140119-1140211; (6/16) Ck#5013031-5013044; (6/16) Ck#1140212-1140243; (6/21) Ck#1140244-1140301; (6/23) Ck#5013045-5013048; (6/23) Ck#1140302-1140307; (6/23) Ck#5013049-5013060; (6/23) Ck#5013061-5013073; (6/23) Ck#1140308-1140355; (6/24) Ck#1140356; (6/28) Ck#5013074; (6/28) Ck#1140357; (6/29) Ck#1140358-1140396; (6/30) Ck#1140397-1140473; (7/06) Ck#1140474-1140549; (7/07) Ck#5013075-5013078; (7/07) Ck#1140550-1140552; (7/12) Ck#5013079; Voids - Ck#1140267. **Laura Valenziano seconded and the motion passed unanimously.**

DIRECTOR'S REPORT

Executive Director Lisa Rosenblum announced that in response to the forecasted extreme heat in the area, the Public Services team would be extending hours at numerous libraries on Thursday, July 28 and Friday, July 29. She expressed appreciation for all staff who volunteered to work extra hours so KCLS could provide cooling centers for our community.

Lisa announced that Cecie Streitman has been hired as the permanent Director of Library Operations after serving in an interim capacity for eight months.

Finally, Lisa gave an update on staff COVID numbers. She stated that approximately 5% of the staff has COVID at any given point right now. KCLS has not had to close branches due to staffing shortages.

BOARD COMMITTEE REPORTS

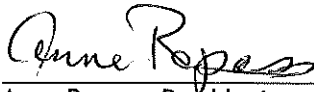
Ron Higgs reported that the Board Development Committee has been working on the agenda for the upcoming Board retreat in October. They will meet one more time to finalize the agenda.

TRUSTEES REPORT

There were no trustee reports.

ADJOURNMENT

Anne Repass adjourned the meeting at 5:57pm.



Anne Repass, President

Harish Kulkarni, Secretary