



MOTIONS APPROVED

PRESENT

KCLS Board

Jeffery Guddat
Harish Kulkarni
Srini Raghavan
Anne Repass*
Lalita Uppala
Laura Valenziano

KCLS Staff

Maria Bassett
Angie Benedetti
BJ Colvin
Lisa Fraser
Angie Miraflor
Dominica Myers
Danielle Perry
Lisa Rosenblum
Cecile Streltman
J Turner
Tracey Thompson
Donna Zirkle

*Attended remotely

1. Board Meeting agenda
2. January 25, 2023 Board Meeting minutes
3. Payroll expenditures
4. General Fund expenditures

CALL TO ORDER

President Harish Kulkarni called the meeting to order at 5:04pm.

APPROVAL OF AGENDA

Lalita Uppala moved approval of the Board Meeting agenda. Laura Valenziano seconded, and the motion passed unanimously.

APPROVAL OF BOARD MINUTES

Srini Raghavan moved approval of the January 25, 2023 Board Meeting minutes. Jeff Guddat seconded the motion. All voted in favor and the motion passed unanimously.

PUBLIC COMMENT

There was no public comment.

STAFF REPORTS

KCLS STRATEGY

Organizational Performance Project Manager Lisa Fraser gave a presentation on KCLS strategy, both past and present. She detailed the strategic projects and initiatives from the past five years, highlighting many accomplishments by staff during that time. The initiatives focused on KCLS values, organizational development, and service innovations, and included achievements such as the creation of the Diversity, Equity, and Inclusion (DEI) department, more robust data management, and expanded Science, Technology, Engineering, and Math (STEM) learning opportunities and experiences.

As a result of the extensive DEI assessment in 2021-2022, KCLS created the following four pillars which will be woven into the existing strategic framework to guide the System's work for the next five years between 2023 and 2027:

- **Systems:** Systematically apply a DEI lens to internal processes and resources
- **Co-creation:** Co-create and evaluate services with most impacted communities
- **Well-being:** Adopt a trauma-informed approach to staff well-being
- **Accountability:** Publicly communicate DEI goals and progress

Staff progress has already begun. Goals for 2023 include shaping action plans, training staff and measuring current state baselines. In 2024, staff roles will be reimagined in support of community connections, and staff will be able to apply learning to make incremental changes in practice. Between 2025 and 2027, the goals are to deepen understanding of the most-impacted communities, strengthen relationships, and use results to inform service development and delivery.

EXPANDED LIBRARY HOURS

Deputy Director Angie Miraflor followed up on her August 2022 Board presentation regarding the expanded hours project. As previously noted, all KCLS libraries soon will be open with consistent hours from Monday

through Saturday, and 18 branches will offer seven days-per-week service. The process to expand the hours is complex, and includes determining the number of positions needed for expansion, implementation of the scheduling process, hiring new staff, and preparing the support departments for additional staff and hours. There is no exact timeline for the expansion, but the project team is considering a staggered rollout, so as regions complete their hiring and training, they will be able to expand hours.

FINANCE REPORT

Interim Finance Director Donna Zirkle presented the final figures for December 2022 as well as January 2023. The final 2022 revenue was \$137.1M which was slightly lower than the projection of \$137.3M. The final expenses for 2022 were \$117M, which was 85% of the budgeted amount of \$137.3M.

The total General Fund revenue in January 2023 was \$350K, which is only 0.3% of the annual budget of \$140.7M. Total General Fund expenditures in January were \$11M, which reflects 7.5% of the total budget of \$140.7M. January expenditures in the Capital Investment Program (CIP) were \$26K, which represents 0.4% of the budgeted amount of \$6.5M.

APPROVAL OF MONTHLY EXPENDITURES

Jeff Guddat moved approval of Payroll expenditures for January in the amount of \$2,627,222.89: (1/06) Ck#00201315-00201327; 568510390-568511379 (1/10) Ck#00201328, 569504358-569504544 (1/20) 00201329-00201345; 573685688-573686674. Srinj Raghavan seconded, and the motion passed unanimously.

Anne Repass moved approval of General Fund #0010 expenditures for January in the amount of \$6,111,005.27: Travel Advances - Ck#1445-1447; (1/12) Ck#1143838-1143839; (1/12) Ck#5013656-5013664; (1/13) Ck#1143840-1143852; (1/13) Ck#1143853-1143860; (1/13) Ck#1143861-1143975; (1/13) Ck#1143976-1144011; (1/19) Ck#5013665-5013669; (1/19) Ck#1144012-1144017; (1/19) Ck#1144018-1144060; (1/19) Ck#1144061-1144112; (1/19) Ck#1144113; (1/26) Ck#1144114-1144203; (1/26) Ck#1144204-1144236; (1/27) Ck#5013670-5013703; (1/27) Ck#1144237-1144263; (1/31) Ck#1144264; (1/31) Ck#5013704-5013753; (1/31) Ck#1144265-1144285; (1/31) Ck#1144286-1144322; (2/03) Ck#1144323-1144324; (2/03) Ck#5013754-5013759; (2/06) Ck#1144325-1144339; (2/06) Ck#1144340-1144392; (2/06) Ck#1144393-1144408; (2/08) Ck#5013760-5013761; Voids - 0. Lalita Uppala seconded, and the motion passed unanimously.

DIRECTOR'S REPORT

Executive Director Lisa Rosenblum offered the trustees bookmarks featuring the 2022 staff Best Books picks; the high-quality bookmarks were created by the KCLS Graphics department.

Lisa pointed out that, after a pandemic-related pause, tax help is once again available in 14 library locations, thanks to long-standing partnerships with AARP and United Way.

She explained that the Human Resources department is underway with the classification and compensation study; a vendor has been chosen to assist with this work. The goal is to compare compensation of KCLS staff with similar roles at public and private organizations.

Finally, Lisa said that she was looking forward to seeing Board and leadership team members at the upcoming KCLS Foundation Gala, scheduled for Saturday, March 4 at the Bellevue Hyatt. She thanked all the staff who would be contributing to this important event.

BOARD COMMITTEE REPORTS

There were no Board committee reports.

TRUSTEES REPORTS

There were no trustee reports

EXECUTIVE SESSION

At 6:32pm, President Harish Kulkarni announced that the Board would convene in Executive Session per RCW 42.30.110, Section 1 (g). He announced that they would return at 6:50pm, and no further action would be taken by the Board at that time.

RECONVENE REGULAR SESSION


Harish Kulkarni was called away from the meeting. At 6:52pm Secretary Srin Raghavan reconvened the regular session.

ADJOURNMENT

Srin Raghavan adjourned the meeting at 6:52pm.



Harish Kulkarni, President



Srin Raghavan, Secretary

