



King County Library System
Board of Trustees Meeting
Sammamish Library
5pm ♦ June 28, 2023

MOTIONS APPROVED

PRESENT

KCLS Board

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

1. Board Meeting agenda
2. May 31, 2023 Board Meeting minutes
3. Payroll expenditures
4. General Fund expenditures
5. Alcohol Use at KCLS Foundation Board Event at Sammamish Library
6. Resolution 2023-02 Reserve Policy

KCLS Staff

Maria Bassett
Angie Benedetti
BJ Colvin
Lisa Fraser
KD Hall
Angie Miraflor
Dominica Myers
Danille Perry
Lisa Rosenblum
Cecile Streltman
Lisa Yamasaki
Donna Zirkle

CALL TO ORDER

Harish Kulkarni called the meeting to order at 5:02pm.

APPROVAL OF AGENDA

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

APPROVAL OF BOARD MINUTES

Jeff Guddat moved approval of the May 31, 2023 Board Meeting minutes. Lalita Uppala seconded the motion. All voted in favor and the motion passed unanimously.

PUBLIC FORUM

There were no public comments.

STAFF REPORTS

CASCADE REGION

Cascade Region Regional Manager Michele Drovdahl and Library and Information Services Managers Irene Wickstrom and Mary Comstock gave an overview of their region. The region includes library locations in Redmond, Sammamish, North Bend, Fall City and Snoqualmie, and a pickup-only location in Redmond Ridge. The group gave demographic and programming information for each of the six locations.

KCLS FOUNDATION UPDATE

KCLS Foundation Executive Director, Lisa Yamasaki provided the annual update and overview of the KCLS Foundation team, funding priorities and department strategies. For 2023, the funding priorities are: diversity, equity, and inclusion (DEI); economic empowerment; library innovation; and lifelong literacy and learning. Funding is set at \$1.4 million across those four areas, and an additional \$150,000 for emergent grant opportunities that arise outside of the normal grant application cycle. Funding sources include corporate sponsorships, endowments, outside grants, individual and planned giving, and the proceeds from the annual Literary Lions Gala.

FINANCE REPORT

Donna Zirkle presented the Finance report as of May 31, 2023. Year-to-date (YTD) revenues were \$73.3M, which represents 52.1% of the annual budget of \$140.7M. YTD expenses were \$50.1M, which is 35.6% of the total budget. CIP expenses YTD at the end of May were \$819K, which is 12.6% of the total budget of \$6.5M.

APPROVAL OF MONTHLY EXPENDITURES

Jeff Guddat moved approval of Payroll expenditures for May in the amount of \$2,800,059.31: (5/12) Ck#00201527-00201549; 615472245-615473284 (5/26) Ck#00201550-00201573, 620660972-620662013. Anne Repass seconded, and the motion passed unanimously.

Laura Valenziano moved approval of General Fund #0010 expenditures for May in the amount of \$6,683,318.56: Travel Advances - Ck#1462-1465; (5/11) Ck#5014011-5014030; (5/11) Ck#1145929-1146084; (5/18) Ck#1146085-1146171; (5/18) Ck#5014031; (5/25) Ck#1146172-1146321; (5/25) Ck#5014032-5014056; (5/31) Ck#1146322-1146391; (5/31) Ck#5014057-5014068; (6/05) Ck#1146392-1146493; (6/07) Ck#5014069; Voids - 0. Srimi Raghavan seconded, and the motion passed unanimously.

APPROVAL FOR ALCOHOLIC BEVERAGES TO BE SERVED AT KCLS FOUNDATION EVENT

Lalita Uppala moved approval for the KCLS Foundation Board to serve alcoholic beverages at their annual social, which is planned for August 11, 2023. The event is planned to occur after the library is closed. Anne Repass seconded. The motion passed unanimously.

APPROVAL OF RESOLUTION 2023-02

Anne Repass moved approval of Resolution 2023-02, Adopting a General Fund Reserve Policy. Srimi Raghavan seconded. The motion passed unanimously.

DIRECTOR'S REPORT

Executive Director Lisa Rosenblum mentioned that several libraries expanded hours in June, and said another group is due to expand in July.

Lisa thanked the staff at the Sammamish Library for its help coordinating the first post-pandemic Board meeting at a community library.

She also mentioned the newest national holiday, Juneteenth. KCLS celebrated this day with events at Tukwila and Federal Way Libraries.

She highlighted the newly created five-minute drop-off parking place at the Richmond Beach Library, which was the result of a patron suggestion.

Finally, she encouraged everyone to learn about some of the back-of-house enhancements going on at the Service Center, which are mentioned in her director's report.

BOARD COMMITTEE REPORTS

There were no committee reports.

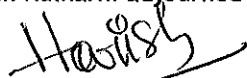
TRUSTEES REPORTS

Srimi Raghavan invited Lisa to speak about her career journey to a group of women who are early in their careers at Microsoft.

Jeff Guddat offered compliments to the staff on the 2022 Annual Report which was presented at the May 2023 Board meeting. He was very impressed with the wide variety of programs and the impact KCLS is having on the community.

ADJOURNMENT

Harish Kulkarni adjourned the meeting at 6:17pm.



Harish Kulkarni, President



Srimi Raghavan, Secretary