King County Library System
Board of Trustees Meeting
KCLS Service Center/Hybrid
5pm ♦ November 15, 2023

MOTIONS APPROVED

PRESENT
KCLS Board
Jeffery Guddat
Harish Kulkarni
Srinivasa Raghavan*
Anne Repass
Verna Seal
Laitha Uppala*
Laura Valenziano*

KCLS Staff
Marie Bassett
Angie Benedetti
BJ Coblin
Lisa Foecker
KD Hall
Angie Mirefor
Dominica Myers
Dannielle Perry
Lisa Rosenblum
Cecile Strelitzman
Tracey Thompson
Lisa Yamasaki
Donna Zirkle
*attended remotely

1. Board Meeting agenda
2. October 25, 2023 and November 8, 2023 Board Meeting minutes
3. Payroll expenditures
4. General Fund expenditures
5. Resolution 2023-04 Property Tax Revenue Increase
6. Resolution 2023-05 Property Tax Levy
7. Resolution 2023-06 Issuance of Warrants
8. Resolution 2023-07 Appointment of Interim Executive Director

CALL TO ORDER
Harish Kulkarni called the meeting to order at 5:03pm. Trustee Uppala was not present at the beginning of the meeting.

APPROVAL OF AGENDA
Anne Repass moved approval of the Board Meeting agenda. Jeff Guddat seconded, and the motion passed unanimously.

APPROVAL OF BOARD MINUTES
Verna Seal moved approval of the October 25, 2023 and November 8, 2023 Board Meeting minutes. Jeff Guddat seconded the motion. All voted in favor and the motion passed unanimously.

PUBLIC COMMENT
Helen Stanwell spoke in support of further expanding open hours at community libraries. She would like more libraries to offer seven-days-per-week service, and be open later in the evenings on Mondays and Thursdays.

STAFF REPORTS

FINANCE REPORT
Donna Zirkle presented the Finance report as of the end of October 2023. Year-to-date (YTD) revenues were $131.7M, which represents 93.5% of the annual budget of $140.7M. YTD expenses were $101.6M, which is 72.2% of the total budget of $140.7M. CIP expenses YTD at the end of October were $2.7M, which is 41.7% of the total budget of $6.5M.

Donna also gave an overview of Resolution 2023-06 Issuance of Warrants Before Board Approval, which is a minor revision of the previously approved resolution to update two job titles.

RECESS REGULAR MEETING
Harish Kulkarni asked for a motion and second to recess the regular meeting to open a Public Hearing per RCW 84.55.120. The purpose of the hearing is to consider increases in property tax revenue for the Library District's 2024 budget. Verna Seal moved approval of the motion; it was seconded by Anne Repass. All voted in favor and the motion passed unanimously.
PUBLIC HEARING
PUBLIC COMMENTS
Helen Stanwell, speaking on behalf of Patrons for Sustainable Funding, suggested that KCLS does not need six district managers. Her group thinks three district managers would be sufficient for KCLS. The cost savings could be used to expand open hours. Her group also thinks the budget isn’t focused on patron experiences.

RECONVENE REGULAR MEETING
Harish Kulkarni asked for a motion and second to close the public hearing and reconvene the regular meeting. Verna Seal moved approval of the motion and Jeff Guddat seconded. All voted in favor and the motion passed unanimously.

APPROVAL OF MONTHLY EXPENDITURES
Jeff Guddat moved approval of Payroll expenditures for October in the amount of $2,946,131.34: (10/13) Ck#00201762-00201780, 677588177-677589242; (10/27) Ck#00201781-00201804, 683190453-683191523. Srini Raghavan seconded, and the motion passed unanimously.

Laura Valenziano moved approval of General Fund #0010 expenditures for October in the amount of $5,926,361.33: Travel Advances - 0 (10/11) Ck#501433; (10/12) Ck#114881-1148808; (10/12) Ck#5014332-5014335; (10/19) Ck#1148809-1148932; (10/19) Ck#5014336-5014337; (10/26) Ck#5014338-5014366; (10/26) Ck#1148933-1149120; (10/27) Ck#1149121; (10/27) Ck#5014367; (10/31) Ck#1149122-1149167; (10/31) Ck#5014368; (11/01) Ck#1149168-1149169; (11/03) Ck#1149170-1149281; (11/03) Ck#5014369 Volcs - Ck#114930, 1148834. Anne Repass seconded, and the motion passed unanimously.

RESOLUTION 2023-04 PROPERTY TAX REVENUE INCREASE
Verna Seal moved approval of Resolution 2023-04 Property Tax Revenue Increase. Jeff Guddat seconded the motion. All voted in favor and the motion passed unanimously.

Donna Zirkle mentioned that she had a brief presentation providing an overview of the evening’s resolutions. She began her presentation detailing the property tax statute RCW 27.12.050, which allows rural library districts to levy residents for library services. She also described RCW 84.55.010 which provides for an annual increase in the allowable property tax levy; the annual allowable increase is the lesser of 101% of the previous year or 100% plus the implicit price deflator, which has been set at 3.67%.

Recognizing that 101% is lower than 103.67%, Resolution 2023-04 seeks to lift the property tax levy basis by 1% over the 2023 figure of $134.4M to $135.8M for 2024.

Resolution 2023-05 outlines the allowable levies for 2024 which include the base property tax levy ($135.8M), new construction and tax increment financing ($1.7M), and prior year refunds ($3M) for a total of $137.8M. The total expected revenue for 2024 is $145.9M.

Trustee Lalita Uppala joined the meeting remotely at 5:28pm.

RESOLUTION 2023-05 PROPERTY TAX LEVY
Srini Raghavan moved approval of Resolution 2023-05 Property Tax Levy. Laura Valenziano seconded the motion. All voted in favor and the motion passed unanimously.

RESOLUTION 2023-06 ISSUANCE OF WARRANTS
Anne Repass moved approval of Resolution 2023-06 Issuance of Warrants. Verna Seal seconded the motion. All voted in favor and the motion passed unanimously.

DIRECTOR’S REPORT
Executive Director Lisa Rosenblum talked about the November programs honoring Veterans and celebrating Native American Heritage Month. She also highlighted the Outreach Workers of Washington Library Systems (OWWLS) conference held recently at the KCLS Service Center. Many library systems brought their bookmobiles, including Seattle Public Library’s new all electric bookmobile.
Lisa also talked about the recent staff budget town halls, where staff received an overview of the preliminary 2024 budget and could ask questions.

Finally, Lisa highlighted the recent 100-year anniversary celebrated by the Enumclaw Library.

BOARD COMMITTEE REPORTS
Jeff Guddat gave a summary of the recent Finance Committee meeting, in which the KCLS Leadership Team presented departmental goals and priorities for the upcoming year. Jeff was very impressed with the thoroughness of the reports and plans for 2024.

TRUSTEES REPORTS
There were no trustee reports.

EXECUTIVE SESSION
At 5:41pm, 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 6pm.

RECONVENE REGULAR SESSION
At 6:05pm, Harish Kulkarni reconvened the regular session and introduced Resolution 2023-07, Appointment of Interim Executive Director, as follows: "Be it resolved by the Board that Angie Miraflor is hereby appointed to serve as interim Executive Director for the District, effective December 19, 2023 with all the necessary power and authority under applicable law to serve in that role and to execute documents and instruments and otherwise act on behalf of the District until such time as the Board appoints a permanent new Executive Director for the District." Anne Repass moved approval of this resolution; Verna Seal seconded the motion. All voted in favor and the motion passed unanimously.

ADJOURNMENT
Harish Kulkarni adjourned the meeting at 6:07pm.

[Signature]
Harish Kulkarni, President

Srini Raghavan, Secretary