



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  
Srinu Raghavan\*  
Anne Repass  
Verna Seal  
Lallita Uppala\*  
Laura Valenziano\*

**KCLS Staff**

Maria Bassett  
Angie Benedetti  
BJ Colvin  
Lisa Fraser  
KD Hall  
Angie Mirafior  
Dominica Myers  
Danielle Perry  
Lisa Rosenblum  
Cecie Streitman  
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. Srinu 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#5014331; (10/12) Ck#1148681-1148808; (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 Voids - Ck#1148930, 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**

*Srinu 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.

  
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Harish Kulkarni, President

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Srini Raghavan, Secretary