



# King County Library System Board of Trustees Meeting

Covington Library  
5pm ♦ March 25, 2015

## PRESENT

### KCLS BOARD

Jessica Bonebright  
Robin McClelland  
Robert Spitzer

### KCLS Staff

Julie Acteson  
Beth Castleberry  
Maria Hatcher  
Nancy Henkel  
Tess Mayer  
Jed Moffitt  
Charlene Richards  
Bruce Schauer  
Denise Siers  
Greg Smith  
Gary Wasdin  
Dwayne Wilson

## MOTIONS APPROVED

1. Board Meeting agenda
2. February 25, 2015 Board meeting minutes
3. Payroll expenditures
4. General Fund #0010 expenditures
5. Construction Bond Fund 1988 #3020 expenditures
6. Capital Project Fund 2005 #3070 expenditures
7. Inter-fund transfer

## CALL TO ORDER

President Robin McClelland called the meeting to order at 5:10pm.

## APPROVAL OF AGENDA

*Rob Spitzer moved approval of the Board Meeting agenda. Jessica Bonebright seconded and the motion passed unanimously.*

## APPROVAL OF BOARD MINUTES

*Jessica Bonebright moved approval of the February 25, 2015 Board Meeting minutes. Rob Spitzer seconded and the motion passed unanimously.*

## PUBLIC COMMENT

Seattle resident John Christopher Holmes said he came to complain about insufficient due process for barring patrons from the library. He got into a dispute on March 19 with a KCLS librarian who misinterpreted a loud phone conversation he was having and accused him of fighting with another person, but she did not identify who the other person was in her emails to library executives. He said he is now banned for one year from all 48 libraries without a hearing and with less due process than an eighth-grade school suspension. He has no convictions and is not a sex offender who looks at porn on computers but said he is now treated like Belfort simply for having a loud phone conversation with his attorney in the hallway outside the library. He said he took a risk coming to the meeting because he was told by KCLS staff that he couldn't enter any libraries. But he said that if a patron can be expelled simply for disruptive behaviors, there has to be sufficient due process for the accused and he was not given any.

## STAFF REPORT

Librarian Services Manager Nancy Henkel reported on annual targets that focus on programs and services offered outside the building.

Participation in diversity programming declined in 2014 so staff is working on bringing levels back up. They have increased the number of Russian and Spanish story time programs at Covington Library and Spanish story times at Enumclaw Library, and reorganized the teen area at Covington Library to make teen world language materials more visible. Staff plans to visit the Refugee Transition Center in Kent to promote teen summer programs, offer a "Living Voices" program on Japanese internment camps to middle schools in Maple Valley, and partner with Enumclaw Youth and Family Services to offer Let's Read programming at one of their meal sites.

Staff is reaching into the community to increase access and assistance to adults over the age of 55. Outreach to local senior care and assisted living facilities will include Library2Go visits offering eBook

and reference assistance. Staff will also host a program at the Maple Valley Community Center, which is the de facto senior center in Maple Valley.

In response to census data showing a low job-to-resident ratio in the Covington and Enumclaw areas, staff is offering more employment-related programs in 2015. Workshops on job-search strategies, writing cover letters and resumes, and interviewing and networking skills will be offered at Enumclaw, Maple Valley and Covington Libraries from March through May, and a volunteer job fair will be held at the end of a May. Adult Services Librarians have also been attending local Chamber of Commerce meetings in an effort to connect with the local business community.

#### **FINANCE REPORT**

General Fund expenditures in February were \$7.9M compared to the monthly budget average of \$9.3M. Year-to-date expenditures of \$16.7M are almost the same as the previous year.

General Fund revenues were \$1.8M, which included \$1.3M in current-year property-tax payments. KCLS will not see significant property tax revenue until closer to the first semi-annual due date of April 30.

Expenditures in the 307 Fund were \$85K and include opening day collections for the Skyway, Tukwila and White Center Libraries (\$44K); architectural and design fees for White Center Library (\$25K); and permit fees for Kingsgate Library (\$15K).

Expenditures in the 302 Fund of \$1.2M include construction progress payments for both the Renton and Renton Highlands Libraries, and architect and inspection fees for Renton Highlands.

An inter-fund transfer of \$1,200 was for legal fees related to the Tukwila Library project and was paid from the 307 Fund instead of the 302 Fund.

#### **APPROVAL OF EXPENDITURES**

*Jessica Bonebright moved approval of Payroll expenditures for February in the amount of \$2,691,837.00: Feb 1-15 Ck#159307-159390; 359580-360763 and Feb 16-28 Ck#159391-159482; 360764-361951. Rob Spitzer seconded and the motion passed unanimously.*

*Rob Spitzer moved approval of General Fund #0010 expenditures for February in the amount of \$6,119,516.48: Travel Advances - Ck#1156; (02/11) Ck#1072204-1072206; 1072207-1072211; (02/18) Ck#1072212-1072353; 1072354-1072365; (02/19) Ck#5004860-5004864; 1072366-1072376 (02/19) Ck#1072377-1072401; 1072402-1072423; (02/19) Ck#1072424-1072434; (02/24) Ck#1072435-1072501; 1072502-1072523; (02/24) Ck#5004865-5004900; 5004901-5004925 (02/24) Ck#1072524-1072554; 1072555-1072569; (02/25) Ck#1072570-1072656; 1072657 (02/26) Ck#1072658-1072698; (02/27) Ck#5004926-5004943; (03/03) Ck#1072699-1072703; 1072704-1072734; (03/03) Ck#1072735-1072772; (03/04) Ck#5004944-5004948; 1072773-1072776 (03/04) Ck#1072777-1072785; (03/04) Ck#5004949; Voids - Ck#. Jessica Bonebright seconded and the motion passed unanimously.*

*Jessica Bonebright moved approval of Construction Bond Fund 1988 #3020 expenditures for February in the amount of \$1,217,194.19: (02/18) Ck#3020541; (02/26) Ck#3020542-3020544 (03/04) Ck#3020545-3020546. Rob Spitzer seconded and the motion passed unanimously.*

*Rob Spitzer moved approval of Capital Project Fund 2005 #3070 expenditures for February in the amount of \$99,397.40: (02/18) Ck#3073004-3073005; (02/19) Ck#3073006-3073007; 3073008 (02/24) Ck#3073009-3073012; (03/03) Ck#3073013-3073014; (03/04) Ck#3073015-3073018. Jessica Bonebright seconded and the motion passed unanimously.*

*Jessica Bonebright moved approval of an inter-fund transfer in the amount of \$1,222.67. Rob Spitzer seconded and the motion passed unanimously.*

## DIRECTOR'S REPORT

Gary Wasdin thanked Robin McClelland for attending the White Center groundbreaking and Facilities staff for doing a great job cleaning up the site for the event. It was a positive day for the community.

Gary continues to meet with various officials throughout the community, including King County Council members. Gary and Robin will attend the Council's Committee of the Whole meeting on April 15 to present a State of the Library report. It will be an opportunity for KCLS to communicate directly with the Council and share accomplishments, report on finances and discuss future plans. Gary will also remind the Council that there is an existing vacancy on the KCLS Board and the importance of filling it quickly.

Gary reported on his visit to the Youth Services Center in Seattle. King County operates the facility and pays for the collection; KCLS employs one full- and one part time staff member to work at the facility, which serves incarcerated youth. Books can be checked out during regular class time and librarians report that the kids are very knowledgeable and engaged readers.

The Burien City Council passed a resolution requesting the Board of Trustees *"delay construction on the new White Center library until after an agreement is made with the City of Seattle for the library to remain open for the life of the building."* Gary said that while KCLS agrees in principle with the intent of the resolution, it would be unethical for the Board to make a commitment that the White Center Library will always operate as a library. He recommended that the Board write a letter to acknowledge receipt of the resolution and indicate KCLS' willingness to do what it can to ensure library service will be available for the community.

In response to public comment earlier in the evening, Gary said there is an appeal process if patrons are banned from libraries, which involves meeting with the person who is challenging the ban, reviewing police reports and listening to witness testimony so that all sides are heard. Depending on the circumstance, staff has the option of reducing the ban from System-wide to library-specific only.

## EXECUTIVE SESSION

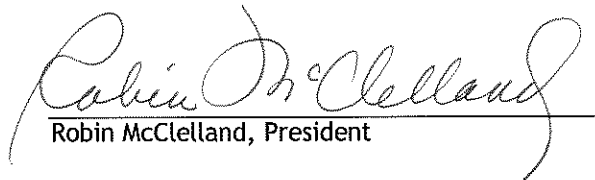
At 6:10pm, Robin McClelland announced that the Board of Trustees would convene in Executive Session to discuss real estate per RCW 42.30.110, Section 1(b). The session was estimated to last approximately 10 minutes. Robin McClelland, Rob Spitzer, Jessica Bonebright, Gary Wasdin and Greg Smith were in attendance.

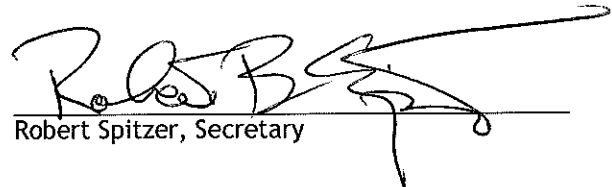
## RECONVENE REGULAR SESSION

President Robin McClelland reconvened the regular session at 6:32pm.

## ADJOURNMENT

Rob Spitzer moved to adjourn. Jessica Bonebright seconded. The meeting adjourned at 6:32pm.

  
Robin McClelland, President

  
Robert Spitzer, Secretary