



King County Library System Board of Trustees Meeting

KCLS Service Center
5pm ♦ April 29, 2015

PRESENT MOTIONS APPROVED

KCLS BOARD

Jessica Bonebright
Robin McClelland
Robert Spitzer
Jim Wigfall

KCLS Staff

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

1. Board Meeting agenda
2. March 27, 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. Gift Fund #6010 expenditures

CALL TO ORDER

President Robin McClelland called the meeting to order at 5:08pm.

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 March 25, 2015 Board Meeting minutes. Rob Spitzer seconded and the motion passed unanimously.

PUBLIC FORUM

Gary Robinson said he had a number of words to share but reduced it to five, saying that the recent meeting at Mercer Island was a model of community engagement for which residents are appreciative. He turned over the remainder of time to Bryan Cairns.

Bryan Cairns is the Chairman of the Mercer Island Library Advisory Board. He thanked the Board of Trustees for reopening the process on Mercer Island and thanked Gary Wasdin for his participation to date. The survey KCLS conducted resulted in good responses. The most common was to retain the general nature of the Library. As Gary Robinson mentioned, the public meeting at the Mercer Island Library went well and was well attended. While the general response was to retain the same feel of the Library, many participants mentioned that there is a lot of work to do so the objective of the next Library Advisory Board meeting on May 18 is to begin to formulate general goals that Mercer Island residents may have, and align them with KCLS' goals in order to envision a couple concepts to present at another public meeting. He is confident that the process will move forward and not go on forever. He thanked Gary Wasdin and the KCLS Board of Trustees for setting the project on a constructive course and said he looks forward to the next steps.

FINANCE REPORT

General Fund expenditure in March were \$8.7M compared to the monthly budget average of \$9.3M. Year to date expenditures represent 22.7% of the budget compared to 23.3% last year.

General Fund revenues for March were \$4.2M and represents 4.7% of the budget compared to 5.9% last year. There will be significant current year property tax revenue in April given the first semi-annual due date of April 30. March miscellaneous revenue of \$50K includes an annual purchase rebate from Staples.

Expenditures in the 307 Fund in March were \$655K and includes payments for the Skyway project (\$519K), \$42K for opening day collections for Skyway, Tukwila, and White Center Libraries; and \$23K construction related expense for the Kingsgate Library.

Expenditures in the 302 Fund were \$2.3M and includes payments for the Renton (\$1.2M) and Renton Highlands (\$1.1M) Libraries, and \$17K for the Tukwila project.

APPROVAL OF EXPENDITURES

Jessica Bonebright moved approval of Payroll expenditures for March in the amount of \$2,853,422.49: March 1-15 Ck#159483-159565; 361952-363154 and March 16-31 Ck#159566-159647; 363155-364360. **Rob Spitzer seconded and the motion passed unanimously.**

Rob Spitzer moved approval of General Fund #0010 expenditures for March in the amount of \$5,995,050.58: Travel Advances - Ck#1157-1161; (03/06) Ck#1072786-1072858; (03/11) Ck#5004950-5004975;1072859-1072902; (03/11) Ck#1072903-1072954; (03/12) Ck#1072955-1073058;1073059-1073074; (03/17) Ck#1073075-1073085;1073086-1073176; (03/19) Ck#1073177-1073195;5004976-5005007; (03/19) Ck#5005008-5005012;1073196-1073215; (03/19) Ck#1073216-1073254;1073255-1073265; (03/19) Ck#1073266-1073291; (03/20) Ck#1073292-1073318; (03/23) Ck#1073319-1073339; (03/24) Ck#5005013-5005041;1073340-1073352; (03/25) Ck#1073353-1073371; (03/26) Ck#1073372-1073397;1073398-1073424; (03/27) Ck#1073425-1073471; (03/31) Ck#1073472-1073524;1073525-1073549; (03/31) Ck#5005042-5005066; (04/1) Ck#1073550-1073625; (04/2) Ck#1073626-1073634;5005067-5005071; (04/3) Ck#1073635-1073661; (04/06) Ck#1073662-1073695;5005072; Voids - Ck#1072914. **Jessica Bonebright seconded and the motion passed unanimously.**

Jessica Bonebright moved approval of Construction Bond Fund 1988 #3020 expenditures for March in the amount of \$2,285,157.29: (03/05) Ck#3020547; (03/11) Ck#3020548; (03/12) Ck#3020549-3020550; (03/19) Ck#3020551-3020554; (03/24) Ck#3020555; (03/31) Ck#3020556-3020557;(04/06) Ck#3020558-3020563. **Rob Spitzer seconded and the motion passed unanimously.**

Rob Spitzer moved approval of Capital Project Fund 2005 #3070 expenditures for March in the amount of \$652,402.19: (03/06) Ck#3073019-3073023; (03/11) Ck#3073024-3073028; (03/12) Ck#3073029-3073031;3073032; (03/17) Ck#3073033; (03/20) Ck#3073034-3073036; (03/24) Ck#3073037; (03/26) Ck#3073038-3073041; (03/31) Ck#3073042-3073051; (04/03) Ck#3073052-3073053. **Jessica Bonebright seconded and the motion passed unanimously.**

Jessica Bonebright moved approval of Gift Fund #6010 expenditures for March in the amount of \$2,780.03: (03/11) Ck#6010610-6010611; (03/23) Ck#6010612; (03/25) Ck#6010613. **Rob Spitzer seconded and the motion passed unanimously.**

STAFF REPORTS

Cross-Use Study

As discussed in the Finance Committee meeting, Dwayne Wilson said that starting last summer, KCLS and Seattle Public Library (SPL) engaged third-party consultant Community Attributes to conduct an analysis of current cross-use borrowing between the two Library Systems. The last study, which was conducted in 2005, resulted in a restriction on SPL patrons from placing holds on items in KCLS' collection. After looking at 18 months of current data Community Attributes determined that KCLS is currently using more SPL resources instead of vice versa and recommended changing the current holds restrictions on SPL patrons to allow a limited number of holds. A new agreement drafted by The Seattle Public Library Board of Trustees and vetted by KCLS allows SPL reciprocal borrowers to have 10 holds on physical materials and up to 100 simultaneous items checked out, as well as 10 holds and 20 items checked out on downloadable material. KCLS patrons will continue to have unrestricted reciprocal borrowing privileges with SPL. The new agreement is effective June 1, 2015 and includes language that allows either Library System to cancel the agreement with a minimum of 90-days' notice. KCLS and SPL will use the methodology developed in the cross-use analysis to review reciprocal cross-usage annually.

2014 Year in Review

Public Services Director Denise Siers presented the 2014 Year in Review on behalf of Community Relations and Marketing Director Julie Acteson and thanked Julie and her staff for producing one of the best publications she's seen in a long time. This year's theme "Impact Beyond the Numbers" focused on outcomes to demonstrate how KCLS is meeting the needs of library users in the community. Denise highlighted several areas of accomplishments:

- Story Times develop **early literacy** skills and serve native and heritage language speakers. World Language story times are offered in 36 libraries and 15 languages, and KCLS' online service proved popular, with over 383,000 accesses to Tell Me a Story.
- **Global Reading Challenge** involved 10 of 18 school districts, including 60 schools, more than 2,000 students, and 305 teams.
- Summer Reading became **Summer Learning** in 2014 and focused on STREAM programming to address the summer slide. KCLS engaged thousands of children in "Thinkology: The Study of Fun" and participation quadrupled in KCLS' teen program "Spark a Reaction."
- The KCLS Foundation funded **SAT prep classes** in 28 libraries for those who can't pay. Teens also discovered options for college, work or technical training in **Life After High School** programs.
- The adult program series **Start to Fitness** encouraged new ways to get and stay active, including curling, meditation, chair yoga and kite flying. The **MAKE** series attracted all ages to STREAM programs and do-it-yourself activities that foster innovation.

Year in Review also included impact stories to illustrate how local libraries identified and responded to unique needs of patrons in their communities. Feature stories included a job fair at Kenmore Library, Choose your Own Adventure teen program at Redmond Library and TechLab visits to Refugee Women's Alliance (ReWA) in Tukwila.

DIRECTOR'S REPORT

Gary Wasdin said the new cross-use agreement with Seattle Public Library underscores the long relationship KCLS has had with SPL and the importance of working together to make both Systems better and stronger.

Gary and Robin McClelland attended a meeting of the King County Council on April 15 to give the Council an update on KCLS. Council members expressed their appreciation for taking the time to answer their questions. Gary has also met with each council member individually and all have been very interested to learn what KCLS is doing in the community.

Gary said there were 2010 responses to the Mercer Island online survey, which far exceeded expectations. There was a broad age range, including 10% under the age of 18. Staff is in the process of summarizing the data and teasing out how younger age groups responded in contrast to older age groups. The public meeting was packed room and lots of good, solid information was shared.

KCLS will invite elected officials to Summer Learning events so they can experience the types of programs KCLS offers to the community.

Gary thanked Beth Castleberry and KCLS Foundation staff for a remarkable Literary Lions Gala and fun evening with Ann Patchett. The event raised a lot of money for KCLS programs.

Gary has been meeting with Friends groups over the last few months and starting in May, he will feature one group each month in his Director's report to acknowledge the important work Friends do on behalf of KCLS. He said in addition to financial support of programs and services, their advocacy for libraries is immeasurable.

National Volunteer Week was April 12-18. Gary recorded a video message thanking KCLS' many volunteers for the number of hours they devote and variety of ways they support library staff and patrons.

In response to Rob Spitzer's inquiry about staff recognition and the status of KCLS' Board vacancy, Gary said there is a sense that having staff come to Board meetings for brief recognition may be burdensome

despite the good intention. The Administrative Planning Team is discussing how to acknowledge staff in a better, more meaningful way.

Gary said he and Robin McClelland were not given an indication when a new Trustee will be appointed when they met with the King County Council.

Jim Wigfall asked if Gary has come away with any key learnings from his meetings with Friends groups. Gary said every group is unique but all have been very open and honest in their conversations with him. He said a common theme is that members want to feel like they are being heard and respected even if KCLS can't act on all things the groups would like to do. He said all described respectful, professional relationships with staff, and expressed appreciation for them.

ADJOURNMENT

The meeting adjourned at 6:01pm.



Robin McClelland, President

Robert Spitzer, Secretary