



King County Library System Board of Trustees Meeting

Fairwood Library
5pm ♦ March 30, 2016

PRESENT

KCLS BOARD

Angélica Alvarez
Robin McClelland
Robert Spitzer

KCLS Staff

Julie Acteson
Beth Castleberry
Maria Hatcher
Holly Koelling
Tess Mayer
Jed Moffitt
Bruce Schauer
John Sheller
Greg Smith
Gary Wasdin
Dwayne Wilson

MOTIONS APPROVED

1. Board Meeting agenda
2. February 24, 2016 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
8. Resolution 2016-02 Recognition of KCLS Staff

CALL TO ORDER

President Rob Spitzer called the meeting to order at 5pm.

APPROVAL OF AGENDA

Robin McClelland moved approval of the Board Meeting agenda. Angélica Alvarez seconded and the motion passed unanimously.

APPROVAL OF BOARD MINUTES

Angélica Alvarez moved approval of the February 24, 2016 Board Meeting minutes. Robin McClelland seconded and the motion passed unanimously.

PUBLIC COMMENT

There was no public comment.

STAFF REPORTS

Central Cluster Update

Cluster Manager John Sheller said staff has opened four libraries in about 18 months—Fairwood, Renton, Skyway and Renton Highlands.

The Fairwood Library reopened in December 2014 after a 5,000 square-foot expansion, and library operations were fairly normal initially. Since then, the Library has had an increase in foot traffic (24.6 percent) but a slight dip in circulation. New patron registrations have increased 26.8 percent.

The community turned out in large numbers to celebrate the opening of the newly renovated Renton Library in August 2015, and there was an initial spike in foot traffic. In the six months since it opened, monthly traffic and patron registrations have increased 7.4 percent and 2.8 percent, respectively.

The new 8,000 square-foot Skyway Library opened on January 23. Circulation increased dramatically (22.2 percent) and a new children's collection has been well received. New patron registrations have nearly doubled and staff attribute it to greater visibility of the new location.

The Renton Highlands Library had a soft opening on March 26, but still had vibrant foot traffic on the first day. KCLS launched Sunday hours at the old library in February, but the first Sunday at the new location was relatively quiet since it was Easter.

Gary Wasdin announced that John Sheller will be moving into a new role as Government Relations Manager effective April 11. Amy Egler will take over the Central Cluster and Debi Westwood will take on the North Central Cluster (Mercer Island, Newcastle and Newport Way Libraries) in addition to management of the Bellevue Cluster (Bellevue, Lake Hills, and Crossroads).

KCLS STORIES 2015

Community Relations and Marketing Director Julie Acteson presented *KCLS Stories 2015*, formally known as Year in Review. She said the publication was reimagined this year to tell stories about the different programs and services KCLS offers, along with related statistics. Some of the featured stories focus on early learning programs, including the "superheroes" summer reading program at Camp Terry; outreach programs for teens at Echo Glen Children's Center in North Bend; opera programs for adults; diversity programs and citizenship classes; library openings; and funding support from the KCLS Foundation. The section "KCLS by the Numbers" at the back of the publication offers a glimpse of System-wide statistics in addition to circulation statistics by library. The report is published online and print copies are produced in-house upon request.

Julie also noted that Community Relations and Graphics staff is working on a forthcoming catalog that captures KCLS' spectacular public art collection. The coffee-table style book is organized by artist and geographic region, and can be used for self-guided library art tours. The catalog is expected to be published in May.

FINANCE REPORT

General Fund expenditures in February were \$8.2M. Budget expended is 15.8 percent year-to-date compared to 16.7 percent of the year passed.

General Fund revenues were \$1.9M and includes \$1.5M in current-year property-tax payments. The next significant revenue will be received when semi-annual property tax payments are due April 30.

Expenditures in the 307 Fund were \$916K and include payments for the White Center (\$561K), Kingsgate (\$195K) and Skyway (\$124K) projects; and the White Center opening-day collection (\$22K). KCLS has budgeted a \$7.4M transfer from the General Fund to the 307 Project Fund in 2016, most likely in three increments over the course of the year. The first transfer will occur in March.

Expenditures in the 302 Fund were \$237K and include payments for Tukwila Library (\$196K), Renton Highlands Library (\$34K), trailing expenses for the Renton Library (\$2.5K) and architectural fees for Library Connection @ Southcenter (\$4K).

PAYMENT OF BILLS

Angélica Alvarez moved approval of Payroll expenditures for February in the amount of \$2,726,773.06: Feb 1-15 Ck#161149-161262; 388441-389642 and Feb 16-29 Ck#161263-161341; 389643-390868. **Robin McClelland seconded and the motion passed unanimously.**

Robin McClelland moved approval of General Fund #0010 expenditures for February in the amount of \$5,440,280.85: Travel Advances - Ck#1198-1204; (02/11) Ck#5006318;1082809-1082884;1082885-1082912; (02/17) Ck#1082913-1082995;1082996-1083015; (02/17) Ck#5006319-5006342;5006343;5006344-5006348; (02/17) Ck#1083016-1083022; (02/18) Ck#1083023-1083064;1083065-1083091; (02/19) Ck#1083092-1083126; (02/23) Ck#1083127-1083185; (02/24) Ck#1083186-1083193;1083194-1083200; (02/24) Ck#1083201-1083240;1083241-1083264;1083265; (02/24) Ck#5006349-5006381; (02/25) Ck#1083266-1083273;1083274-1083284; (02/26) Ck#1083285-1083311; (02/29) Ck#5006382; (03/02) Ck#5006383-5006387;1083312-1083316; (03/02) Ck#1083317-1083374;1083375-1083420; (03/04) Ck#5006388;1083421-1083432; (03/04) Ck#1083433-1083496; (03/08) Ck#5006389-5006390;1083497;1083498-1083534; (03/09) Ck#5006391;1083535-1083537; Voids - Ck#1083265;1082924;1083316. **Angélica Alvarez seconded and the motion passed unanimously.**

Angélica Alvarez moved approval of Construction Bond Fund 1988 #3020 expenditures for February in the amount of \$236,752.50: (02/11) Ck#3020836-3020837; (02/18) Ck#3020838-3020841; (02/19) Ck#3020842; (02/23) Ck#3020843-3020844; (02/25) Ck#3020845-3020846; (02/26) Ck#3020847; (03/04) Ck#3020848-3020849. **Robin McClelland seconded and the motion passed unanimously.**

Robin McClelland moved approval of Capital Project Fund 2005 #3070 expenditures for February in the amount of \$896,717.54: (02/11) Ck#3073314-3073320;3073321-3073323; (02/17) Ck#3073324-3073326; (02/18) Ck#3073327-3073331; (02/19) Ck#3073332-3073333; (02/23) Ck#3073334-3073335; (02/25) Ck#373336-3073337; (03/02) Ck#3073338-3073343; (03/04) Ck#3073344-3073345; (03/09) Ck#3073346. **Angélica Alvarez seconded and the motion passed unanimously.**

Angélica Alvarez moved approval of Gift Fund #6010 expenditures for February in the amount of \$1,366.36: (02/11) Ck#6010674-6010675; (03/09) Ck#6010676. **Robin McClelland seconded and the motion passed unanimously.**

RESOLUTION 2016-02 RECOGNITION OF KCLS STAFF

Gary Wasdin said National Library Week is April 10-16 and Tuesday, April 12 is designated as National Library Workers' Day. This year's theme is "Libraries Transform." Resolution 2016-02 formally recognizes staff in KCLS' 49 libraries and acknowledges the important work they do each day to change lives in the communities they serve.

Angélica Alvarez said she observed staff after a recent visit to her local library and was impressed by how gracefully they handled sensitive issues with patrons. She said it was apparent that staff takes customer service to heart. Robin McClelland said it is easy to take excellence for granted, but visits to other libraries when she travels makes her grateful for KCLS every day. Robin read the Resolution for the record:

A resolution of the Board of Trustees of the King County Rural Library District recognizing the significant contributions of KCLS staff in observance of National Library Week.

WHEREAS, April 10-16, 2016 is National Library Week with the theme "Libraries Transform" and April 12, 2016 is designated as National Library Workers Day; and

WHEREAS, King County Library System has over 1,300 staff who are committed to serving our diverse local communities in urban, suburban and rural neighborhoods, and supporting the vital work of the Library; and

WHEREAS, staff are dedicated to enriching the lives of people of all ages throughout King County by supporting the Library's mission to provide free, open and equal access to ideas and information to all members of the community; and

WHEREAS, staff at KCLS' 49 libraries throughout the county provide direct public service to ensure that every individual has a positive and meaningful library experience; and

WHEREAS, staff at the Service Center and Materials Distribution Center create, manage and deliver programs, services and resources that keep our busy library system operating efficiently and effectively; and

WHEREAS, staff are our most valuable resource and make a difference in the communities KCLS serves;

NOW THEREFORE, be it resolved that the King County Library System Board of Trustees recognizes the significant contributions by all King County Library System staff in providing the highest quality library services for all our citizens and for making libraries truly transformational.

Angélica Alvarez moved approval of Resolution 2016-02. Robin McClelland seconded and the motion passed unanimously.

DIRECTOR'S REPORT

Jim Wigfall's reappointment to the Board of Trustees was approved by the King County Council.

Bike-repair stations continue to be very popular. KCLS has received wonderful comments from patrons and positive media attention. KCLS has bike stations installed at 30 libraries and will continue to add locations as able.

KCLS hosted a naturalization oath ceremony earlier in the day at the Kent Library. Three more are scheduled for the rest of the year and Board members are encouraged to attend.

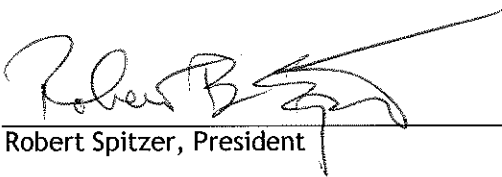
The Renton Highlands Library opened on Saturday, March 26. Traffic was steady despite the lack of a formal opening event due to City construction surrounding the Library.

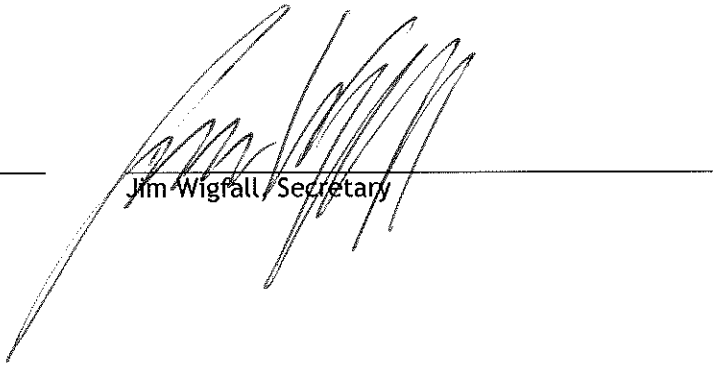
The KCLS Foundation hosted another successful Literary Lions Gala and raised \$335,000 to support library programs.

Full Tilt Ice Cream's "Seattle Icons" promotion runs between April and September. The program launches on April 10, which coincides with National Library Week, and will honor librarian Nancy Pearl as its first icon. Nancy's favorite flavor will be featured for one week and she will be a guest scooper at the White Center store location on Saturday, April 16. A portion of the proceeds will go to the White Center Library Guild.

ADJOURNMENT

The meeting adjourned at 5:58pm.


Robert Spitzer, President


Jim Wigfall, Secretary