



King County Library System Board of Trustees Meeting

KCLS Service Center
5pm ♦ July 27, 2016

PRESENT

KCLS BOARD

Angélica Alvarez
Robin McClelland
Robert Spitzer
Lalita Uppala

KCLS Staff

Julie Acteson
Beth Castleberry
Jenny Engstrom
Holly Koetting
Tess Mayer
Cynthia McNabb
Justina McNaughton
Jed Moffitt
Bruce Schauer
Greg Smith
Gary Wasdin
Dwayne Wilson

MOTIONS APPROVED

1. Board Meeting agenda
2. June 22, 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. Inter-fund transfers

CALL TO ORDER

President Rob Spitzer called the meeting to order at 5:03pm.

APPROVAL OF AGENDA

Lalita Uppala moved approval of the Board Meeting agenda. Rob Spitzer seconded and the motion passed unanimously.

APPROVAL OF BOARD MINUTES

Rob Spitzer moved approval of the June 22, 2016 Board Meeting minutes. Lalita Uppala seconded and the motion passed unanimously.

PUBLIC COMMENT

Lori Robinson said the renovated Mercer Island Library is an enjoyment for the community and thanked everyone involved.

FINANCE REPORT

General Fund expenditures in June were \$8.9M compared to the monthly budget average of \$9.6M. Both compensation and operating expenditures continue to track below budget, yet both are tighter to budget than the prior year. There are no significant changes expected in this pattern for the remainder of the year.

General Fund revenue in June was \$1.8M, which reflects 53.5 percent of the total budget received and includes \$614K in current property-tax revenue.

Expenditures in the 307 Fund of \$863K include \$593K for White Center furniture, shelving, and signage; \$168K for Mercer Island construction expenses and furniture; and trailing expenditures for the Kingsgate and White Center projects.

Expenditures in the 302 Fund of \$954K include \$901K in construction costs for Tukwila and \$53K in trailing expenses for the Renton and Renton Highlands Libraries.

PAYMENT OF BILLS

Angélica Alvarez moved approval of Payroll expenditures for June in the amount of \$2,816,262.44: Jun 1-15 Ck#161788-161851; 398334-399570 and Jun 16-30 Ck#161852-161918; 399571-400805. Lalita Uppala seconded and the motion passed unanimously.

Lalita Uppala moved approval of General Fund #0010 expenditures for June in the amount of \$6,461,756.33: Travel Advances - Ck#1221-1224; (06/08) Ck#1086214-1086328;1086329-1086353; (06/09) Ck#5006787-5006826;1086354-1086367; (06/10) Ck#1086368-1086419; (06/13) Ck#1086420-1086438; (06/14) Ck#1086439-1086515; (06/16) Ck#1086516-1086539;1086540-1086609; (06/16) Ck#5006827-5006831;1086610-1086618; (06/17) Ck#1086619-1086640;5006832-5006866; (06/21) Ck#1086641-1086687; (06/23) Ck#1086688-1086717; (06/27) Ck#1086718-1086745;1086746-1086846; (06/28) Ck#5006867-5006905;1086847-1086872; (06/29) Ck#1086873-1086899;1086900-1086949; (06/30) Ck#5006906-5006932;1086950-1086967; (06/30) Ck#5006933-5006937;1086968-1086972; (07/01) Ck#1086973-1086995; (07/05) Ck#1086996-1087060; (07/06) Ck#1087061-1087063;5006938; Voids - Ck#. **Angélica Alvarez seconded and the motion passed unanimously.**

Angélica Alvarez moved approval of Construction Bond Fund 1988 #3020 expenditures for June in the amount of \$954,170.77: (06/13) Ck#3020902-3020912; (06/16) Ck#3020913; (06/21) Ck#3020914-3020915; (06/29) Ck#3020916; (07/05) Ck#3020917-3020918; (07/07) Ck#3020919-3020920; Voids - Ck#3020917;3020918. **Lalita Uppala seconded and the motion passed unanimously.**

Lalita Uppala moved approval of Capital Project Fund 2005 #3070 expenditures for June in the amount of \$852,739.42: (06/08) Ck#3073455-3073456; (06/13) Ck#3073457-3073467; (06/16) Ck#3073468-3073471; (06/21) Ck#3073472-3073473; (06/23) Ck#3073474; (06/27) Ck#3073475 (06/29) Ck#3073476-3073481; (07/05) Ck#3073482; (07/07) Ck#3073483. Voids - Ck#3073482. **Angélica Alvarez seconded and the motion passed unanimously.**

Angélica Alvarez moved approval of Gift Fund #6010 expenditures for June in the amount of \$800.00: (06/27) Ck#6010684-6010685. **Lalita Uppala seconded and the motion passed unanimously.**

Lalita Uppala moved approval of three Inter-fund transfers totaling \$4,676,209.37. Angélica Alvarez seconded and the motion passed unanimously.

DIRECTOR'S REPORT

As discussed in the Finance Committee meeting, Gary Wasdin said the category "Welcoming Diversity" has been added to the 2017 Budget Strategies document to emphasize that the library continues to offer a variety of programs, services and resources for KCLS' diverse communities. Groups specifically listed under the Diversity heading are examples of some of the populations the libraries serve, but the list is not all-inclusive. KCLS will also continue to focus on operational improvements to support the delivery of ongoing programs and services to children, teens and adults.

Revenue is expected to increase 2.3 percent in 2017. Staff will target a three-percent reduction in non-personnel expenditures in anticipation of increases in operating expenditures.

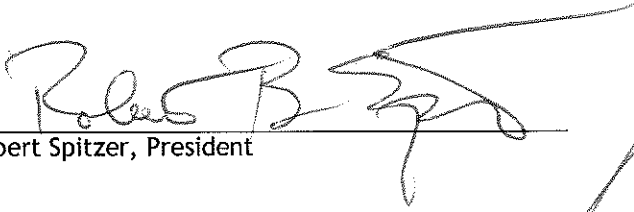
Gary said the 2017 Preliminary Budget will include funding requests for several exciting programs, including the Hot Spot lending program that KCLS piloted this year in several libraries in South King County. The program has been extremely successful—all devices are checked out and in use almost all the time—and based on patron feedback, it has had a positive impact on those who typically lack Internet access in their homes.

The Summer Reading Program continues and total participation is expected to reach 35,000 by the end of the program.

There has been discussion in previous meetings around the idea of bringing back Planning Committee meetings so that Board members can discuss in greater depth topics and issues that affect KCLS and public libraries in general. Meetings would be held every other month or quarterly around the lunch hour, would include staff interaction, be open to the public and held in a location that is convenient for everyone. The Board agreed with the idea and suggested scheduling two meetings before the end of the year. Staff will review possible dates and times to schedule a first meeting in September.

ADJOURNMENT

The meeting was adjourned at 6pm.



Robert Spitzer, President



Jim Wigfall, Secretary