



King County Library System Board of Trustees Meeting

Redmond Library
5pm ♦ September 28, 2016

PRESENT MOTIONS APPROVED

KCLS BOARD

Robin McClelland
Robert Spitzer
Lalita Uppala
Jim Wigfall

KCLS Staff

Julie Acteson
Beth Castleberry
Jenny Engstrom
Maria Hatcher
Holly Koelling
Tess Mayer
Cynthia McNabb
Jed Moffitt
Bruce Schauer
Greg Smith
Gary Wasdin
Dwayne Wilson

1. Board Meeting agenda
2. August 31, 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

CALL TO ORDER

President Rob Spitzer called the meeting to order at 5:05pm.

APPROVAL OF AGENDA

Jim Wigfall moved to amend the agenda to add 'Redmond Library Report' as the first item under Staff Reports. Lalita Uppala seconded and the motion passed unanimously.

APPROVAL OF BOARD MINUTES

Jim Wigfall moved approval of the August 31, 2016 Board Meeting minutes. Robin McClelland seconded and the motion passed unanimously.

PUBLIC COMMENT

Cindy Richardson, Chief Steward, Local 1857 read the following statement for the record:

I want to use this opportunity to talk to you about denial as it relates to a very large segment of KCLS employees—our Pages. First, the big picture. It is my contention that KCLS has long been in denial about who our Pages are, what it costs to have such high turnover in these positions, and the unequal treatment experienced by nearly one-third of all KCLS employees.

The denial of opportunities to achieve greater financial security, the lack of benefits, and denial of equal treatment is a sad fact of Page life. Pages have not been allowed to participate in the new-hire orientation provided to all other new KCLS employees. Pages are not included in "all staff" meetings at their branches. By and large, they are not encouraged to serve on committees or take advantage of training opportunities. Because of the cap on the number of hours that Pages can work, which has recently tightened, there is very limited opportunity to work sub shifts as LTAs to generate additional income and gain the experience in a higher classification that could lead to a promotion, provided one can even get access to the LTA qualifying training. For the one-third of Pages who must have a second job, lack of schedule flexibility just exacerbates these problems.

KCLS needs to decide what kind of jobs these are or should be: are these dead-end, short-term jobs—that has been the experience for many—or are they a logical entry point for becoming a lifelong employee who can reasonably expect to advance as his or her knowledge and experience increases? During the time that Page positions were the only option for external candidates to get on at KCLS, is it any wonder that people with

bachelor's and even master's degrees were applying to become Pages, thinking it would only be for the short term.

Another group of Pages is made up of those who were hired post-high school and who are resigned to having low hours and no benefits because they have discovered that serving their communities by working in a library is deeply satisfying. Many bear the burden of working two jobs just to be able to stay on at KCLS, still hoping for a break.

The Page Fellows are a relatively small group who come into that program as both new hires and as Pages already working for KCLS. Page Fellows receive special training and mentoring not available to other Pages, but even with this advantage, they cannot count on getting hired into positions providing more hours and benefits.

What about those who do not have a desire to advance by taking on more responsibility but are content with performing Page duties? Why should that automatically disqualify them from ever gaining the additional four hours that would make it possible for them to have medical and retirement benefits? Pages are the lowest paid of all KCLS employees, yet they do not fall short in their dedication to their work and their loyalty to KCLS.

Pages want KCLS to affirm through its actions that their positions are important to the organization and to value and respect them as employees. Denial has gone on long enough! It is time to begin the process of doing right by the Pages.

Kelsey Pitts identified herself as a disabled adult who recently had her possessions stolen while using the Redmond Library. Ms. Pitts noted for the record that she was providing additional details in writing to the Board. She said she wanted to share her ideas for a uniform library security policy since it appears that KCLS does not have one in place. First, she would like security cameras installed in libraries. She said KCLS had them before and she thinks it is a good idea to bring them back. Second, she would like to see a uniformed security presence in libraries; and third, she wants to see warning signs posted at all library entrances and exits. She is requesting immediate implementation of her suggested policy as a reasonable accommodation under the Americans with Disabilities Act with specific emphasis on eastside branches, which she says have been overrun by an aggressive, loitering population that harasses patrons and steals their possessions. She said the documents that were stolen from her included a presentation she had prepared for the Redmond City Council to discuss topics that affect seniors and the disabled, and other documents intended for her local legislators and President Obama. In total, it represented about two years of work that took her much longer to complete than the average person because she suffers from a head injury. She said she has been told by the Redmond City Council and City Attorney that security measures are in the works but she hasn't seen anything happen. Ms. Pitts said she felt targeted as a disabled/vulnerable adult and believes she was a victim of a hate crime. She said implementing her suggested policy would demonstrate zero tolerance of hate crimes and expressed gratitude to the Board for listening to her suggestions.

Rob Spitzer thanked Ms. Pitts and said that the Board and staff specifically discussed security issues at the September Board meeting. He noted that security is a budget priority in 2017.

Jordan Hoerth said he was encouraged to apply for a Page position at the age of 17 by an Auburn teen librarian who recognized how much he enjoyed working with the community as a library volunteer. He said he finally got offered a 13-hour position while attending community college, but kept his 53-hour per week job as a manager-in-training at McDonalds in order to support himself. After he was hired as a Page, he applied to KCLS' employment pool because he knew he wanted to pursue a library career. He said his income has dwindled due to the work restrictions placed on Pages, but when he tried to apply for other substitute opportunities he encountered difficulties. Although he said he felt qualified to substitute as an LTA, he was disqualified on paper. He said the original purpose of allowing Pages to gain work experience has not happened, and seems to have become a justification to deny advancement opportunities. Jordan said a 12-hour work week does not allow Pages to earn a living wage; what is needed is 15-20 hours with benefits. Jordan said he cares about KCLS, but it seems that KCLS does not care about him.

Karen Russell is a Page who worked her first two years in the Shipping Department and the last 12 years working in Periodicals. Her husband is a KCLS employee so she is covered by his insurance, but by the time the premium is deducted from his check, she only makes about \$220 during a five-week month. Depending on the month, her salary has varied from \$174 to \$129. She has applied for other jobs in order to advance but has not been interviewed. After receiving training, she has only worked the desk a few times in a year. She asked the Board to consider 20-hour positions for Pages to allow them to work extra time and earn benefits.

STAFF REPORTS

Redmond Library Report

Cluster Manager Laura Boyes welcomed the Board to KCLS' busiest library, where computers, seating, meeting rooms, programming and the library parking lot are always full. She said a major factor is that Redmond's population doubles from 60,000 at night to 111,000 during the day due to people commuting to downtown for work. She said housing on the eastside is not affordable, but particularly in Redmond, where the median price for a home is \$600,000 and the average rent is \$2,800. Librarian Services Manager Mary Comstock said that a community study conducted in 2014 identified an increase in the number of patrons experiencing homelessness. Staff has reached out to this community and Mary reported how KCLS, in partnership with the City of Redmond and other local agencies, is responding to their need for housing, food, healthcare and education services. Through a series of Community Discovery Days hosted at the Library in 2015-2016, a total of 421 patrons were served and the average attendance was 60. In 2016-2017, additional agencies will participate, including employers, DSHS and the Mobile CSO Van in January 2017. Mary reported the following responses to a survey administered to agencies and patrons participating in Community Discovery Days:

- *Participation increased my agency's access to those experiencing homelessness* (84% "Strongly agreed" or "Agreed")
- *Participation increased my knowledge of the resources available in the community* (90% "Strongly agreed" or "Agreed")
- *Participation increased my access to services that will improve my quality of life* (86% "Strongly Agreed" or "Agreed")

KCLS CAPITAL IMPROVEMENT PLAN: 12-YEAR REPORT

Greg Smith said that "Delivering on a Promise to Voters" is an impressive publication that highlights all the work that has gone into building 15 new libraries, 13 expanded libraries, 13 renovated libraries, and two parking lot projects. In addition, KCLS constructed two new libraries in Renton that were not part of the 2004 bond program. He said the projects have not been without their challenges, but the end result is great civic buildings for the community.

FINANCE REPORT

General Fund expenditures in August were \$8.7M. Year-to-date expenditures are \$71.9M, which represents 62.7 percent of budget compared to 66.7 percent of the year expended. Year-over-year growth in expenditures is 4.8 percent.

General Fund revenues in August were \$908K. Current year property tax revenue has tapered down as expected until the second semi-annual due date in October. Contracts revenue of \$143K is for the Burien Condominium Association.

Expenditures in the 307 Fund in August were \$348K, which includes trailing expenses for furniture and shelving at Kingsgate (\$23K); White Center construction progress payments and furniture/shelving (\$130K); Mercer Island shelving and furniture, architectural fees, and AMH installation (\$97K); Skyway construction payment and environmental analysis (\$82K); and \$14K for artwork at White Center and Tukwila.

Expenditures in the 302 Fund in August were \$418K, which includes Tukwila construction progress payments (\$340K); and computer equipment and sewage system work at Renton Highlands (\$75K).

PAYMENT OF BILLS

Robin McClelland moved approval of Payroll expenditures for August in the amount of \$2,879,892.54: Aug 1-15 Ck#162063-162131; 403306-404555 and Aug 16-30 Ck#162132-162206; 404556-405812. Jim Wigfall seconded and the motion passed unanimously.

Jim Wigfall moved approval of General Fund #0010 expenditures for August in the amount of \$5,794,719.83: Travel Advances - Ck#1226; (08/11) Ck#1088033-1088073;1088074-1088079; (08/11) Ck#1088080-1088104; (08/12) Ck#1088105-1088148; (08/15) Ck#1088149-1088229;1088230-1088249; (08/15) Ck#5007098-5007104;1088250-1088283; (08/17) Ck#1088284-1088307; (08/18) Ck#5007105-5007109;1088308-1088314; (08/18) Ck#1088315-1088418; (08/23) Ck#1088419-1088424;1088425-1088451; (08/23) Ck#5007110-5007112;1088452-1088481; (08/24) Ck#1088482-1088524; (08/25) Ck#1088525-1088550; (08/26) Ck#1088551-1088564;1088565-1088635; (08/29) Ck#5007113-5007117;1088636-1088667; (08/30) Ck#1088668-1088711; (08/31) Ck#1088712-1088789; (09/06) Ck#5007118-5007122;1088790-1088794; (09/06) Ck#1088795-1088797;5007123; Voids - Ck#. Robin McClelland seconded and the motion passed unanimously.

Lalita Uppala moved approval of Construction Bond Fund 1988 #3020 expenditures for August in the amount of \$415,156.37: (08/11) Ck#3020938-3020940; (08/17) Ck#3020941; (08/18) Ck#3020942-3020943; (08/24) Ck#3020944-3020945; (08/26) Ck#3020946-3020947; (08/30) Ck#3020948-3020950. Robin McClelland seconded and the motion passed unanimously.

Robin McClelland moved approval of Capital Project Fund 2005 #3070 expenditures for August in the amount of \$346,654.91: (08/06) Ck#3073522-3073529; (08/12) Ck#3073530-3073532; (08/18) Ck#3073533-3073534; (08/23) Ck#3073535-3073539; (08/24) Ck#3073540; (08/26) Ck#3073541-3073545; (08/30) Ck#3073546-3073549; (08/31) Ck#3073550-3073556; (09/06) Ck#3073557. Jim Wigfall seconded and the motion passed unanimously.

Jim Wigfall moved approval of Gift Fund #6010 expenditures for August in the amount of \$1,200.00: (08/12) Ck#6010688-6010689. Robin McClelland seconded and the motion passed unanimously.

DIRECTOR'S REPORT

KCLS expanded its Summer Meals program to 15 libraries in 2016 and a total of 8,999 lunches, dinners and snacks were served. The KCLS Foundation provided funding to expand the program to additional libraries and also provided 2,100 books that were given away during the program.

KCLS will receive an Urban Libraries Council Innovators Award for its programs serving seniors in King County. ULC received more than 300 submissions from libraries around the country. KCLS will receive the award at a dinner and ceremony at the ULC Forum in Kansas City.

King County has released its Strategic Plan for Equity and Social Justice in county government. There are several key areas of overlap and county officials have been increasingly looking to KCLS as a partner to help them achieve their goals.

Thanks to Bruce Schauer, Nancy Henkel, and Jennifer Wiseman for their report on circulation at the Planning meeting in September. The next meeting is at the Renton Highlands Library on November 17. The topic is STEM learning and the expansion of the ideaX program, which was launched this year through funding from the KCLS Foundation.

Staff meetings with KCLS' strategic planning consultants have been very robust so far. In addition, a team of staff facilitators have been trained to lead some of the workshops to free up time for the consultants to conduct interviews with key community leaders.

Referencing the minutes from the August Board meeting, Gary said the contract for the Local 1857 Page Unit is still in negotiations.

EXECUTIVE SESSION

At 6:13pm, President Rob Spitzer announce that the Board would convene in Executive Session to consider the selection of a site or acquisition of real estate by lease or purchase, per RCW 42.30.110,

Section (1) (b). The session was estimated to last approximately 10 minutes. Rob Spitzer, Jim Wigfall, Lalita Uppala, Robin McClelland, Gary Wasdin and Greg Smith were in attendance.

RECONVENE REGULAR SESSION

At 6:28pm, Rob Spitzer reconvened the regular session.

Jim Wigfall moved approval for staff to move forward with lease negotiations for the new Kent East Hill Library. Robin McClelland seconded and the motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 6:29pm.

Robert Spitzer, President

Jim Wigfall, Secretary