



# King County Library System Board of Trustees Meeting

KCLS Service Center  
5pm ♦ January 25, 2017

## PRESENT

### KCLS BOARD

Angélica Alvarez  
Robin McClelland  
Robert Spitzer

### 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

## MOTIONS APPROVED

1. Board Meeting agenda
2. December 21, 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. Inter-fund transfer

## CALL TO ORDER

Secretary Angelica Alvarez called the meeting to order at 5pm.

## APPROVAL OF AGENDA

*Robin McClelland moved to amend the Board Meeting agenda to add "Contract Negotiations Update" ahead of Public Comment. Rob Spitzer seconded and the motion passed unanimously.*

## APPROVAL OF BOARD MINUTES

*Rob Spitzer moved approval of the December 21, 2016 Board Meeting minutes. Robin McClelland seconded and the motion passed unanimously.*

## CONTRACT NEGOTIATIONS UPDATE

Human Resources Director Cynthia McNabb read a statement for the record:

*I am appearing today to give you an update on our position relative to negotiations for a new labor agreement. As you know, the Union has put together a very successful campaign on behalf of their members. This has given us the opportunity to hear from many residents, employees and patrons in support of giving staff retroactive wages. We have heard these voices and are willing to make this concession. When we meet in mediation on February 9th, our proposal will include a retroactive wage increase for the 2016 wages. It is our true desire to restore trust and good faith in working together for the future of KCLS and to bring this negotiation to a successful conclusion.*

*This does not alter the need for KCLS to negotiate future contracts in good faith and on time prior to the expiration of the contract. KCLS has not and will not waver from striving to have our labor contracts completed on time to preserve labor peace and to conduct the business of collective bargaining in an orderly and efficient manner. Our taxpayers and patrons deserve nothing less. The issues that have kept us from agreement have never been about the value or importance of KCLS employees. Our libraries are great because the people who work here are great and are committed to serving their communities with excellence. While we recognize that both sides have shared the responsibility of moving the contract process along, we are willing to add the retroactive wage increase to the proposal as a show of good faith and confidence in our KCLS staff.*

*As a matter of public record, I would like to clarify a few points that have been shared in the communications we have received from community members as some of the information shared has been misleading or false. Many people have asked why KCLS has \$52 million in savings. This is a mischaracterization of our budget and of our tax revenue. The \$52 million that is referred to is the remaining property-tax revenue that was collected as part of the 2010 levy lid lift. When these funds come into the treasury, they are allocated to the operating budget annually to supplement the budget shortfall each year. The library attempts to stretch out these funds for 8-10 years, so that we do not have to go back to the voters to approve an additional tax increase any more often than that. Right now, these funds are being allocated such that the next vote for a tax increase will be necessary around 2020. The funds are in no way a savings; rather, they pay for salaries, benefits, books and materials, and other operating expenses.*

*Second, there was information shared that KCLS has been charged with improper bargaining by the Public Employment Relations Commission. This is not true. Both parties have filed charges against each other for behavior that is not reflective of good-faith bargaining. There has been no hearing yet on either case, nor has a hearing been scheduled. Our goal is to resolve our issues between ourselves and eliminate the need for either case to move forward so that we can begin the process of reconciliation to return to our collaborative working relationships.*

*Finally, there has been misinformation shared about KCLS' position relative to health benefits. We have never proposed to take away health benefits from employees. KCLS remains committed to providing high-quality health plan options at low costs to employees and will continue our efforts to keep the escalating costs of health care well managed. It is our intent to continue to offer either an equivalent or more generous health care package than regional and national comparables, and we are confident that we are doing so.*

*Thank you.*

Rob Spitzer asked if pay will be retroactive to January 1, 2016 as opposed to January 1, 2017. He also said his understanding is that KCLS is proposing a benefits plan that is the same as management's. Cynthia said KCLS is offering pay retroactive to 2016. She also said KCLS has new health plans that went into effect on January 1, 2017 for non-represented staff, including one option with a \$300 deductible and an employee-contribution component. The same plans are being offered to represented staff, but they remain on existing plans under their 2015 contract while bargaining continues. Rob noted that the process has been difficult for all parties, but speaks on behalf of the Board when he says it is their job as Trustees to represent all staff, not just management. He said he is happy that both sides are getting closer to an agreement so that the important work of the Library System continues for the people of King County.

Angelica Alvarez said the Board had received emails containing misinformation and thanked staff for providing clarification.

Cynthia said the process has been an emotionally fraught experience, which can lead to misunderstanding, but hopes that laying out factual information will improve relationships and move negotiations to success.

Gary Wasdin said that KCLS' budget is complicated and it's difficult to understand how tax revenue works. He said when property assessments increase 8 percent, it can create the perception that the System is rolling in dough. It is admittedly confusing, so the more management can do to be completely transparent is key.

Gary said it has been a trying time for staff for well over a year, yet despite the stress and concern over their contract, they continued to come to work every day and maintain KCLS' high standards of service.

## PUBLIC COMMENT

Patron John Finlayson said that a few years ago, an assault occurred on library property that was captured on security camera. A week later, the video was turned over to police and within 15 minutes, officers were able to identify the perpetrator and make an arrest. Several weeks later, the Library Director at the time decided to remove all security cameras remaining on library premises, which resulted in a large array of laptops, purses and other personal property walking out the doors. Whereas in the past, staff had a way to assist in the possible recovery of stolen goods, that all ended when cameras were removed. Mr. Finlayson said the situation seems to be getting worse with the closure of homeless camps and while he doesn't have a problem with the homeless, he does feel there is a threat posed by some of their behavior. He suggested KCLS form a staff committee that includes law enforcement officials and start going through incident reports to help identify people. He said it works best with cameras and the answer is pretty obvious.

Gary Wasdin reminded the Board that KCLS has increased its budget for security in 2017. There is a plan in place to install cameras in some, but not all, library locations, but KCLS must strike a balance between protecting patron privacy and keeping people safe. Videos are still considered library records and a court order is required to release them. Exterior cameras will be installed at the Woodmont Library, where there are a high number of incidents occurring around the building, and in the parking garage at the Renton Highlands Library. Staff is currently evaluating camera equipment that is efficient and affordable, and relatively easy to maintain and monitor. KCLS has decided against interior cameras and will increase its security presence in six libraries in 2017. Gary also noted that KCLS is piloting a program to add a social worker on staff at the Auburn Library to help staff deal with safety and security issues at that location.

## FINANCE REPORT

Dwayne Wilson noted that KCLS' books remain open until January 31 so December expenditures are preliminary. Final December expenditures will be presented at the February Board meeting.

General fund expenditures in December were \$11.4M compared to the monthly budget average of \$9.6M. Year-to-date expenditures are just under \$110.0M or 95.9 percent of budget.

General fund revenues in December were \$1.1M, mostly in current property tax payments. Year-to-date revenue reflects 101.2 percent of the total amount budgeted for 2016.

Expenditures in the 307 Fund for December were \$589K, which includes construction remodeling and furniture for Valley View (\$451K), Skyway (\$51K) and project management payments (\$39K).

Expenditures in the 302 Fund for December were \$976K, which includes payments for Tukwila (\$902K), design costs for Southcenter (\$27K) and trailing payments for the Renton (\$29K) and Renton Highlands Libraries (\$18K).

Dwayne said Board approval is required for a \$2.4M transfer from the general fund to the two capital project funds, which represents the final transfer of the total \$8.4M budgeted for 2016.

## APPROVAL OF EXPENDITURES

***Rob Spitzer moved approval of Payroll expenditures for December in the amount of \$2,866,324.58: December 1-15 Ck#162593-162663; 413326-414581 and December 16-31 Ck#162664-162733; 414582-415842. Robin McClelland seconded and the motion passed unanimously.***

***Robin McClelland moved approval of General Fund #0010 expenditures for December in the amount of \$8,325,707.88: Travel Advances - Ck#1229-1234; (12/08) Ck#1091702-1091772; 5007362-5007388 (12/09) Ck#1091773-1091857; (12/13) Ck#1091858-1091999; (12/15) Ck#5007389-5007414; 1092000-1092069; (12/15) Ck#1092070-1092161; (12/16) Ck#1092162-1092194; 1092195-1092200; (12/16) Ck#5007415-5007419; (12/21) Ck#1092201-1092222; 1092223-1092247; (12/22) Ck#1092248-1092310; 1092311-1092410; 1092411; (12/23) Ck#5007420-5007444; 1092412-1092430; 1092431; (01/03) Ck#1092432-1092460; 1092461-1092491; (01/04) Ck#5007445-5007472; 1092492-1092553; (01/04) Ck#5007473-5007477; 1092554-1092557; (01/06) Ck#1092558-1092748; 1092749-1092764; (01/09) Ck#5007478-5007502; 1092765-1092786; 5007503; (01/10) Ck#1092787-1092834; 1092835-1092890;***

(01/10) Ck#1092891-1092909; 1092910-1092953; (01/10) Ck#1092954-1093029; 1093030-1093057; (01/03) Ck#5007504; (01/11) Ck#1093058-1093067; (01/12) Ck#1093068-1093108; 1093109-1093186; (01/13) Ck#5007505; (01/17) Ck#1093187-1093188; Voids - Ck#5007475. *Rob Spitzer seconded and the motion passed unanimously.*

*Angélica Alvarez moved approval of Construction Bond Fund 1988 #3020 expenditures for December in the amount of \$975,929.49; (12/16) Ck#3020985-3020990; (12/21) Ck#3020991-3020993; (12/22) Ck#3020994; (01/03) Ck#3020995; (01/10) Ck#3020996-3021003; (01/12) Ck#3021004-3021011. Robin McClelland seconded and the motion passed unanimously.*

*Rob Spitzer moved approval of Capital Project Fund 2005 #3070 expenditures for December in the amount of \$579,383.37: (12/13) Ck#3073621; (12/16) Ck#3073622-3073628; (01/03) Ck#3073629; (01/10) Ck#3073630-3073644; (01/12) Ck#3073645-3073656. Robin McClelland seconded and the motion passed unanimously.*

*Robin McClelland moved approval an inter-fund transfer in the amount of \$2,400,000. Rob Spitzer seconded and the motion passed unanimously.*

#### **DIRECTOR'S REPORT**

Gary Wasdin presented a quick snapshot of 2016 accomplishments and said that staff will present a fuller picture when Year in Review is published:

- K-12 Education: Student Card program has been a tremendous success. All school districts are on board and staff will not begin working with private and parochial schools.
- Early Childhood Literacy: Attendance was high throughout the year at story times, Fiestas, and Summer Reading programs. KCLS also reinstated the popular Reading with Rover program.
- Community Engagement: KCLS continues its strategic planning work, which has included feedback from staff, library patrons and non-users. Election ballot boxes were placed at 16 libraries and 14 percent of ballots cast were dropped off at a library location.
- Emerging Technology: eBook kiosks at Sea-Tac Airport were heavily used the last six weeks of 2016. Staff is working with OverDrive to display available titles first. KCLS is once again #1 in eBook downloads in the United States.
- Operational Improvements: KCLS began the process to implement a new ADP payroll system in 2017; launched a Classification/Compensation study; and introduced a new workplace giving program, KCLS Cares.

Angelica Alvarez thanked everyone for coming. As a frequent user of the Burien Library, she expressed her appreciation to staff and said their hard work does not go unnoticed.

#### **ADJOURNMENT**

The meeting was adjourned at 5:58pm.

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Jim Wigfall, President

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Angélica Alvarez, Secretary