



King County Library System Board of Trustees Meeting

Tukwila Library
5pm ♦ November 29, 2017

PRESENT MOTIONS APPROVED

KCLS BOARD

Angélica Alvarez
Robin McClelland
Pamela Grad
Robert Spitzer
Lalita Uppala
Jim Wigfall

KCLS Staff

Julie Acteson
Melanie Apostol
Beth Castleberry
Maria Hatcher
Nicholas Lee
Tess Mayer
Cynthia McNabb
Bruce Schauer
Greg Smith
Stephen Smith

1. Board Meeting agenda
2. October 25, 2017 Board Meeting minutes
3. November 15, 2017 Special Board Meeting minutes
4. Payroll expenditures
5. General Fund #0010 expenditures
6. Construction Bond Fund 1988 #3020 expenditures
7. Capital Project Fund 2005 #3070 expenditures
8. Authorizing Library Director to sign Local 1857-Page Unit Collective Bargaining Agreement
9. Resolution 2017-07 Surplus Real Property (Duvall)
10. Resolution 2017-08 Surplus Real Property (Vehicles)
11. Resolution 2017-09 Property Tax Increase
12. Resolution 2017-10 Property Tax Levy
13. Resolution 2017-11 Property Tax Levy Issaquah Capital Facility Area
14. Offer of employment to Lisa Rosenblum as KCLS Library Director

CALL TO ORDER

President Jim Wigfall called the meeting to order at 5:10pm.

APPROVAL OF AGENDA

Pamela Grad moved approval of the Board Meeting agenda. Angelica Alvarez seconded and the motion passed unanimously.

APPROVAL OF BOARD MINUTES

Angelica Alvarez moved approval of the October 25, 2017 Board Meeting minutes. Pamela Grad seconded and the motion passed unanimously.

Rob Spitzer moved approval of the November 15, 2017 Special Board Meeting minutes. Lalita Uppala seconded and the motion passed unanimously.

PUBLIC COMMENT

Keri Pravitz spoke on behalf of Puget Sound Energy (PSE). Ms. Pravitz is the Community Project Manager for Energize Eastside, which will build a new substation and upgrade approximately 18 miles of existing transmission lines. PSE's last major upgrade to the backbone of the Eastside's electric grid was in the 1960s. Since then, the area's population has grown eight-fold. Although PSE customers have learned to conserve energy, conservation efforts alone are not enough. Multiple studies project that demand for electricity could exceed the capacity of the transmission system as early as winter 2017-2018. The Federal Energy Regulatory Commission requires PSE to have sufficient infrastructure to meet foreseeable demand or plan for intentional rolling blackouts as early as summer 2018 that will affect more than 130,000 customers. PSE evaluated multiple transmission route options and selected the existing "Willows 1" route, an 18-mile corridor between Redmond and Renton as the least impactful route to eastside communities. The decision was guided by PSE's commitment to safety and limited impacts to the environment. PSE will upgrade four existing wooden poles to one or two steel poles, keeping pole heights as low as possible, and is working with property owners about site-specific details. PSE plans to build Energize Eastside in two construction phases, with plans to have service for the southern portion of the corridor by summer 2018.

Sarah Langton spoke on behalf of Communities United for Reliable Energy (CURE), a grassroots coalition of hospitals, Chambers of Commerce, schools, businesses, human services agencies and other supporters of PSE's Energize Eastside project. She said a small group of property owners oppose Energize Eastside project, which puts the project at risk of not getting done. The purpose of CURE is to ensure that elected officials hear from the entire community. She asked KCLS to add its name to the list of supporters who stand together to get the project built.

Interim Director Stephen Smith said that after opponents addressed the Board, KCLS determined that it is not appropriate for KCLS to take a position on an issue that is creating controversy and is not endorsing either side of the debate.

Enumclaw Library Advisory Board member Richard Elfers provided a copy of a letter the Advisory Board wrote to the editor of the Enumclaw Courier Herald to draw attention to the progress that has been made since Enumclaw annexed to KCLS in 2013. He said the measure passed by only 53 votes but that today, most residents are very happy to have KCLS in the community. He said the Library Advisory Board has also taken advantage of a previously untapped endowment fund to purchase ten banners that are printed in both English and Spanish that hang downtown and promote the library. Endowment funds have also been used to support library programming. On behalf of the Enumclaw Library Advisory Board, Mr. Elfers thanked the KCLS Board of Trustees for the good work they do for the greater library community.

Pat Price is a resident of Boulevard Park and a member of White Center Library Guild. She said the Boulevard Park Library is finally getting renovated as part of the Capital Bond program that passed years ago. She was excited to see the design plans for the interior, but is concerned that the Library could be closed for up to a year during the renovation. She said the Library is an important community asset, especially for those who need access to computers. Without a temporary space during construction, residents could take a bus to the Tukwila or White Center Libraries, but are not guaranteed access to already well-used computers. She said King County Housing Authority has an office next door to Boulevard Park and asked whether KCLS would consider setting up a computer room in that location. She is also concerned about the impact of unexpected closures, such as the recent closure of the White Center Library to replace broken windows. She said many parents pick up their children at the library after work. She asked if KCLS has a policy in place to notify library patrons that the building is closed, especially parents who may have children waiting at the library after school.

White Center resident Liz Giba complimented KCLS for the beautiful, new White Center Library. Although she said she often voiced concerns and preferred a different location, the Library is beautiful and very welcoming. Unfortunately, it has been the target of some vandalism. She invited representatives from KCLS to attend the February meeting of the North Highline Unincorporated Area Council to discuss recent incidents, the costs associated to repair the broken windows, and whether other libraries are experiencing the same sorts of thing. She asked if there can be security measures put in place to be able to pinpoint who is responsible for the damage. She said losing the use of the library for two days is a waste of money and time, especially for kids in White Center who need access to their library and have nowhere else to go after school. She also recommended that any public notices of closure also be posted on the White Center Blog since White Center doesn't have a community newspaper.

REGIONAL MANAGER'S REPORT

West Region Manager Angie Benedetti welcomed the Board to the Tukwila Library. In response to the patron's questions about the possibility of a temporary location during the Boulevard Park renovation, Angie said that the Boulevard Park Library is within two and-a-half miles of the White Center Library and within three miles of the Burien Library. She said she is not aware of an instance where KCLS has operated a temporary location when there are other libraries within proximity. She said there are rent and staffing costs associated with running a temporary library, so the challenge is balancing available funds, investing as much as possible in the remodeled facility. She said KCLS has a good relationship with the King County Housing Authority and can explore the option of operating a computer room in their space.

Angie introduced Operations Supervisor Faruk Vohra and Librarian Services Manager Abbie Anderson. The West Region serves Boulevard Park, Burien, and SeaTac. Exactly seven months ago, on April 29, KCLS opened the Tukwila Library. The Library is part of the larger Tukwila Village project, which will include a village green, commons area, and commercial businesses, and residential housing operated by the Senior Housing Assistance Group.

The Tukwila Library replaces the former Foster Library. It is near one high school and three middle schools. KCLS recently learned that the middle schools have lost funding for after-school programs, so the library has hundreds of kids flooding in each week.

Tukwila is one of the most diverse communities in King County, with a population that is 40 percent foreign born. Of that number, 75 percent are immigrants and refugees. As part of KCLS' Welcoming Week, the Library hosted a program featuring stories of arrivals of new residents to the United States, including a fourth-generation Tukwila resident whose grandmother was born in a Japanese internment camp.

Tukwila has an active Friends group that hosted its first book sale. Angie acknowledged Tukwila Library Advisory Board member Marie Parrish for her longtime support, along with Mayor Ekberg and Councilmember Verna Seal for their advocacy.

Faruk said KCLS went from the 6,000 square-foot Foster Library to the new 10,000 square-foot Tukwila Library and it is already bursting at the seams. It is well used and definitely has had an impact on the community. He said he enjoys working with such a diverse community and finds it very rewarding.

Rob Spitzer acknowledged and thanked the KCLS Foundation for the fundraising support that resulted in a larger facility than originally planned.

ISSAQUAH AND REDMOND CAPITAL FACILITY AREA BONDS

As discussed in the Finance Committee meeting, Interim Director Jim Wood said that the cities of Issaquah and Redmond issued Capital Facility Area (CFA) bonds to build their own libraries. KCLS typically submits separate Property-Tax Levies for debt service payments on the two bonds, but is submitting only one Property Tax Levy resolution for the Issaquah CFA Bond since the Redmond CFA Bond matures in December 2017.

Jim also introduced KCLS' new Finance Director Nicholas Lee who started with KCLS on Monday, November 27. Nicholas has held positions with the City of Bellevue, King County and most recently as Chief Financial Officer for the City of Snoqualmie.

FINANCE REPORT

General fund expenditures in October totaled \$60.2M year-to-date and represent 80 percent of the budget expended, compared to 83.3 percent of the budget completed. Other expenditures of \$33.3M year-to-date represent 76.9 percent of the budget expended. Expenditures for the remainder of the year are expected to stay within budget. Travel expenditures year-to-date are running under budget but are expected to come in closer to actual in December. Reserves of \$300K are spent at the discretion of the Library Director and remain unused. Higher than usual Repair and Maintenance expenditures include roof repairs at the Bothell and Bellevue Libraries and HVAC repairs at the Service Center.

General-fund revenue of \$42M includes the second semi-annual installment of tax revenue.

Expenditures in the 307 Fund of \$77K include \$57K related to Kent Panther Lake project fees.

Expenditures in the 302 fund of \$106K include \$88K for close-out costs for the Tukwila Library. Related to change orders approved but not yet paid for.

Robin McClelland asked staff to explore whether there are any funds available to accommodate a temporary location for the Boulevard Park Library.

APPROVAL OF MONTHLY EXPENDITURES

Rob Spitzer moved approval of Payroll expenditures for October in the amount of \$2,668,043.86: October 1-15 Ck#171033-171095; 410001-411234 and October 16-31 Ck#171096-171165; 430001-431236. Lalita Uppala seconded and the motion passed unanimously.

Lalita Uppala moved approval of General Fund #0010 expenditures for October in the amount of \$5,985,768.37: Travel Advances - Ck#1277-1284; (10/05) Ck#5008505-5008528;1100856-1100876;5008529; (10/06) Ck#1100877-1100945; (10/09) Ck#1100946-1100979; (10/11) Ck#1100980-1101013;5008530-5008532; (10/11) Ck#1101014-1101017;1101018-1101105; (10/12) Ck#1101106-1101140; (10/13) Ck#5008533-5008569;1101141-1101161; (10/16) Ck#1101162-1101163; (10/17) Ck#1101164-1101240; (10/18) Ck#1101241-1101274; (10/19) Ck#1101275-1101311; (10/20) Ck#1101312-1101397;1101398-1101422; (10/20) Ck#5008570-5008600; (10/24) Ck#1101423-1101498; (10/25) Ck#1101499-1101523;1101524-1101555; (10/26) Ck#1101556-1101572;5008601-5008623; (10/26) Ck#1101573-1101577;5008624-5008626; (10/27) Ck#1101578-1101633; (10/31) Ck#1101634-1101648;1101649-1101652; 5008627(11/02) Ck#1101653-1101678;1101679-1101779; (11/03) Ck#1101780-1101783;5008628l; Voids - Ck#. **Angélica Alvarez seconded and the motion passed unanimously.**

Angélica Alvarez moved approval of Construction Bond Fund 1988 #3020 expenditures for October in the amount of \$106,197.23: (10/11) Ck#3021109-3021110; (10/25) Ck#3021111; (10/31) Ck#3021112-3021113; (11/03) Ck#3021114. Robin McClelland seconded and the motion passed unanimously.

Robin McClelland moved approval of Capital Project Fund 2005 #3070 expenditures for October in the amount of \$77,855.58: (10/11) Ck#3073737;3073738-3073739; (10/18) Ck#3073740-3073741; (10/19) Ck#3073742-3073743; (10/25) Ck#3073744; (11/02) Ck#3073745;3073746. Pamela Grad seconded and the motion passed unanimously.

LOCAL 1857-PAGE UNIT COLLECTIVE BARGAINING AGREEMENT

Human Resources Director Cynthia McNabb said the last of the three labor contracts that expired in 2015 was overwhelmingly approved by the Local 1857 Page Unit with only two no votes. Most of the provisions reflect changes to create consistency in language and format between all of KCLS and Local 1857's collective bargaining agreements. The most significant change in the Page Unit agreement is Section 7, which brings wages in line with the rest of staff relative to their Cost of Living Adjustments. It includes a 1.75 percent increase in compensable wages, effective immediately in 2017, plus a one-time payment of 1.75 percent of 2016 compensable wages. The salary table will reflect those changes, amounting to a 3.5 percent increase for the Unit. Additionally, the recently completed Classification/Compensation Study identified the Page position as substantially below market, so it will be reclassified from a Range 2 to a Range 3 effective January 1, 2018. Other changes in the agreement pertain to lengthening of breaks; single-location work assignments unless an employee volunteers for multiple locations; and changes in procedures for scheduling and filling vacant positions.

Angélica Alvarez moved approval to authorize KCLS' Interim Library Director to sign the collective bargaining agreement between the King County Library System and the AFL-CIO, Local 1857 Page Unit, which includes a 3.5 percent general wage increase, effective immediately upon signing by both parties and continues through December 31, 2019. Within 60 days of mutual ratification, each Page Unit employee still employed by KCLS shall receive a one-time payment equal to 1.75 percent of their 2016 compensable wages. The collective bargaining agreement also calls for the Page classification to move from Range 2 to Range 3 in the Salary Schedule, effective in the first pay period of 2018. Rob Spitzer seconded. There was no further discussion and the motion passed unanimously.

ACTION ITEMS

As discussed in the Finance Committee meeting, the Board took action on the following resolutions:

RESOLUTION 2017-07 SURPLUS REAL PROPERTY (DUVALL)

Angélica Alvarez moved approval of Resolution 2017-07. Pamela Grad seconded and the motion passed unanimously.

RESOLUTION 2017-08 SURPLUS REAL PROPERTY (VEHICLES)

Robin McClelland moved approval of Resolution 2017-08. Lalita Uppala seconded and the motion passed unanimously.

RESOLUTION 2017-09 PROPERTY TAX INCREASE

Lalita Uppala moved approval of Resolution 2017-09. Angelica Alvarez seconded and the motion passed unanimously.

RESOLUTION 2017-10 PROPERTY TAX LEVY

Rob Spitzer moved approval of Resolution 2017-10. Pamela Grad seconded and the motion passed unanimously.

RESOLUTION 2017-10 PROPERTY TAX LEVY ISSAQUAH CAPITAL FACILITY AREA

Pamela Grad moved approval of Resolution 2017-11. Robin McClelland seconded and the motion passed unanimously.

DIRECTOR'S REPORT

Interim Director Steve Smith thanked Jim Wigfall, Robin McClelland, and Pamela Grad for attending the Public Budget Hearings earlier in the month and to the Leadership Team for answering questions posed by audience members.

KCLS and the KCLS Foundation hosted Friends Day on October 28 to thank all of the Library Friends, Guilds and Association members for their support of KCLS throughout the year. Each year, these groups contribute over \$300,000 to support library programs to better serve the public.

The Renton Library received an award for excellence in civic design from the American Institute of Architects (AIA) Seattle chapter on November 13. The renovated library preserves the original 1966 design, which straddles the Cedar River, and floor-to-ceiling windows offer exceptional views of the river below.

EXECUTIVE SESSION

At 6:45pm, President Jim Wigfall convened an Executive Session to discuss the qualifications of an applicant for public employment in accordance with RCW 42.30.110, Section 1 (g). In attendance were Trustees Jim Wigfall, Angelica Alvarez, Lalita Uppala, Rob Spitzer, Robin McClelland, Pamela Grad; Interim Library Director Steve Smith; and Human Resources Director Cynthia McNabb. Jim Wigfall said the Board would reconvene the regular session after the Executive Session, which was estimated to last 15 minutes.

RECONVENE REGULAR SESSION

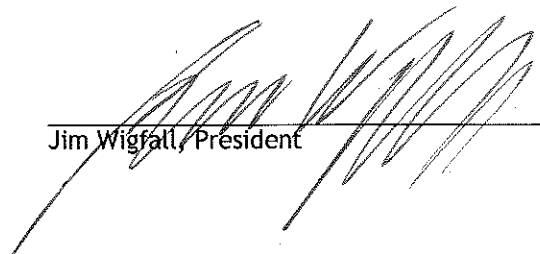
At 7:04pm, Angelica Alvarez reconvened the regular session.

Robin McClelland said the Board of Trustees has selected Lisa Rosenblum for the position of Library Director and moved approval for KCLS' Human Resources Director to prepare a letter extending an offer of employment to Ms. Rosenblum. Angelica Alvarez seconded. There was no further discussion and the motion passed unanimously.

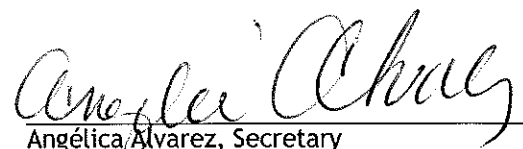
Robin McClelland formally thanked everyone who was involved in the search process. She said selecting a Library Director is one of the most important things the Board of Trustees will do and she appreciated the time and effort that the Search Committee put into the process. She acknowledged Cecie Streitman for organizing staff to participate in the interviews, and Enumclaw Library Advisory Board member Jim Barchek who participated on the community stakeholders panel. On behalf of staff, Steve Smith thanked Robin for her leadership.

ADJOURNMENT

Robin McClelland moved to adjourn and Rob Spitzer seconded. The meeting adjourned at 7:07pm.



Jim Wigfall, President



Angélica Alvarez, Secretary