



King County Library System Board of Trustees Meeting

KCLS Service Center
5pm ♦ January 31, 2018

PRESENT MOTIONS APPROVED

KCLS BOARD

Robin McClelland
Pamela Grad
Lalita Uppala
Jim Wigfall

KCLS Staff

Julie Acteson
Beth Castleberry
Jenny Engstrom
Holly Koelling
Nicholas Lee
Tess Mayer
Cynthia McNabb
Jed Moffitt
Lisa Rosenblum
Bruce Schauer
Greg Smith

1. Board Meeting agenda
2. December 20, 2017 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

CALL TO ORDER

Jim Wigfall called the meeting to order at 5:05pm.

APPROVAL OF AGENDA

Robin McClelland moved approval of the Board Meeting agenda. Pamela Grad seconded and the motion passed unanimously.

APPROVAL OF BOARD MINUTES

Robin McClelland moved approval of the December 20, 2017 Board Meeting minutes. Pamela Grad seconded and the motion passed unanimously.

PUBLIC COMMENT

Jencen Robey addressed the Board on the topic of child safety in libraries. He had previously contacted the Board of Trustees by email to request a revision to KCLS' Internet Filtering Policy after becoming aware of someone viewing pornography on a public computer in a library.

Shoreline resident Yoshiko Saheki welcomed new Library Director Lisa Rosenblum.

Mercer Island resident Gary Robinson also welcomed Lisa Rosenblum.

STAFF REPORTS

ideaX

The concept for ideaX started in 2015 as a Mobile Services initiative to connect patrons to hands-on learning experiences emphasizing STEAM skills (science, technology, engineering, art and math). The response was so positive that staff began to look at ways to create a Maker space dedicated to STEAM programming in libraries.

Taking into consideration building size, proximity to public transportation, and number of annual visitors, the Bellevue Library was identified as an ideal facility for an inaugural ideaX Makerspace. The 80,000-square-foot Bellevue Library welcomes 620,000 visitors annually and is more than twice the size of the Federal Way Library, which is the next largest building at 35,000 square feet.

Costs for programming, technology purchases, and short-term staffing for the ideaX Makerspace are estimated at \$1.7M, in addition to estimated construction costs of \$1.1M, for a total project cost of \$2.8M. The KCLS Foundation will provide \$2.1M in funding support over three years. A transfer of \$700K from the General Fund will cover the remaining expenditures on the project.

As part of the master planning, the Children's area at Bellevue is being relocated to the third floor so that the ideaX Makerspace can be located on the first floor and visible from the front doors. Construction costs to relocate the Children's area are estimated at \$1.5M bringing the overall costs associated with the project to \$4.0M.

The grand opening of the ideaX Makerspace at Bellevue Library is scheduled for Saturday, April 14, 2018 at 10:15am.

FINANCE REPORT

Finance Director Nicholas Lee presented the monthly financials for December as stated in the Board packet.

General fund expenditures in December were \$11.8M compared to the monthly budget average of \$9.9M. Year-over-year growth in expenditures is 3.9 percent.

General fund revenues in December were \$1.0M, which includes \$582K in current year property tax payments. KCLS will not receive any additional property tax revenue of significance until the next semi-annual due date in April. Year-to-date revenues in December reflect 101.3 percent of the total budgeted amount and are 2.8 percent over the prior year.

December expenditures in the 307 Fund of \$149K include \$129K in materials and architectural design fees for the Kent Panther Lake Library, \$18K in consultant fees for Boulevard Park, and \$2K for out-sourced project management fees.

December expenditures in the 302 Fund of \$64K includes \$53K for electrical and concrete work on the sculpture at Tukwila Library and \$11K for change orders at Library Connection @ Southcenter.

APPROVAL OF MONTHLY EXPENDITURES

Robin McClelland moved approval of Payroll expenditures for December in the amount of \$2,673,606.75: Dec 1-15 Ck#171296-171350;490001-491255 and Dec 16-31 Ck#171351-171418;510001-511238. Lalita Uppala seconded and the motion passed unanimously.

Lalita Uppala moved approval of General Fund #0010 expenditures for December in the amount of \$9,745,075.01: Travel Advances - Ck#1287-1293; (12/04) Ck#1102633-1102663;5008692-5008738; (12/06) Ck#1102664-1102767; (12/06) Ck#5008739-5008741;1102771-1102775; (12/06) Ck#1102776-1102800; (12/07) Ck#1102801-1102841;1102842-1102851; (12/08) Ck#1102852-1102872;5008742-5008772; (12/12) Ck#1102873-1102904;1102905-1102942; (12/12) Ck#1102943-1102988; (12/14) Ck#1102989-1103059; (12/15) Ck#5008773-5008809;1103060-1103110; (12/15) Ck#1103111-1103137; (12/18) Ck#1103138-1103173;5008810-5008813; (12/20) Ck#5008814-5008816;1103174-1103178; (12/21) Ck#1103179-1103181; (12/22) Ck#5008817-5008839;1103182-1103203; (01/03) Ck#5008840-5008869;1103204-1103253; (01/05) Ck#1103254-1103329;1103330-1103383; (01/05) Ck#1103384-1103437;1103438-1103489; (01/05) Ck#5008870-5008872;1103490-1103493; (01/08) Ck#1103494-1103616;1103617-1103722; (01/10) Ck#5008873;5008874-5008908; (01/10) Ck#1103723-1103768;1103769-1103780; (01/10) Ck#1103781-1103799; (01/11) Ck#1103800-1103852; (01/11) Ck#1103853-1103857; (01/13) Ck#1103858-1103943;1103944-1104028; (01/16) Ck#1104029;5008909; Voids - Ck#5008726. Pamela Grad seconded and the motion passed unanimously.

Pamela Grad moved approval of Construction Bond Fund 1988 #3020 expenditures for December in the amount of \$63,217.58: (12/06) Ck#3021119; (12/12) Ck#3021120; (12/14) Ck#3021121; (01/05) Ck#3021122-3021124; (01/13) Ck#3021125. Robin McClelland seconded and the motion passed unanimously.

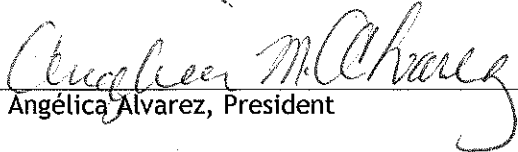
Robin McClelland moved approval of Capital Project Fund 2005 #3070 expenditures for December in the amount of \$148,048.62: (12/06) Ck#3073758-3073759; (12/08) Ck#3073760-3073761; (12/11) Ck#3073762; (12/12) Ck#3073763; (12/14) Ck#3073764; (12/18) Ck#3073765; (01/03) Ck#3073766-3073767; (01/10) Ck#3073768; (01/13) Ck#3073769-3073773; (01/16) Ck#3073774. Lalita Uppala seconded and the motion passed unanimously.

DIRECTOR'S REPORT

Lisa Rosenblum spent her first month at KCLS meeting staff and constituents. She also met peers from across the state at a Public Library Directors' meeting in Federal Way, and attended a Sound Cities Association Networking Dinner, where she had the opportunity to meet King County Executive Dow Constantine. She plans to continue to reach out to the Board, staff and patrons in upcoming weeks.

ADJOURNMENT

The meeting adjourned at 6:10pm.



Angélica Alvarez, President

Lalita Uppala, Secretary