



King County Library System
Board of Trustees Meeting
KCLS Service Center/Hybrid
5pm ♦ December 14, 2022

MOTIONS APPROVED

PRESENT

KCLS Board

Jeffery Guddat
Ron Higgs
Harish Kulkarni
Srinu Raghavan
Anne Repass
Lalita Uppala
Laura Valenziano

KCLS Staff

Maria Bassett
Angie Benedetti
BJ Colvin
Lisa Fraser*
Angie Mirafior
Dominica Myers
Danielle Perry
Lisa Rosenblum
Cindy Sharek
Cecie Streitman
J Turner
Tracey Thompson
Donna Zirkle

*Attended remotely

1. Board Meeting agenda
2. November 16, 2022 Board Meeting minutes
3. Payroll expenditures
4. General Fund expenditures
5. 2023 General Wage Increase
6. Resolution 2022-06 Adoption of 2023 Budget
7. 2023 Board Meeting Schedule

CALL TO ORDER

President Anne Repass called the meeting to order at 5:03pm.

APPROVAL OF AGENDA

Jeff Guddat moved approval of the Board Meeting agenda. Srinu Raghavan seconded, and the motion passed unanimously.

APPROVAL OF BOARD MINUTES

Lalita Uppala moved approval of the November 16, 2022 Board Meeting minutes. Ron Higgs seconded the motion. All voted in favor and the motion passed unanimously.

PUBLIC FORUM

Patron Helen Stanwell asked three questions regarding the proposed Budget Book:

1. Why are there fewer FTE's (full-time equivalent staff) than in prior years?
2. Why has the budget gone up more than 1% per year if we're limited to that amount each year?
3. Who is the current Director of Facilities?

Executive Director Lisa Rosenblum and Interim Finance Director Donna Zirkle answered the questions as follows:

1. The KCLS service model and hours of operation have changed a lot since 2017; in order to be careful with taxpayer funds, KCLS has adjusted staffing levels accordingly. This change also included a conversion of many part-time positions into full-time ones.
2. KCLS' budget has increased more than 1% since 2015 because we relied on reserves to maintain pre-COVID hours.
3. Due to a shift in business model, there is now a Director of Finance and Facilities. There is no current need for a dedicated Director of Facilities because we are no longer building new buildings.

STAFF REPORTS

NOVEMBER FINANCE REPORT

Donna Zirkle presented the Finance report as of the end of November. Year-to-date (YTD) revenues were \$134.6M, lower than projections of \$135.5M. YTD expenses were \$103.4M, which is also lower than the projected amount of \$120.3M. CIP expenses YTD at the end of November were \$5.5M, accounting for 98.9% of the total budget of \$5.6M.

APPROVAL OF MONTHLY EXPENDITURES

Laura Valenziano *moved approval of Payroll expenditures for November in the amount of \$2,565,540.23*; (11/10) Ck#00201244-00201263; 548640133-548641132 (11/25) Ck#00201264-00201280, 553537250-553538243. Harish Kulkarni *seconded, and the motion passed unanimously.*

Lalita Uppala *moved approval of General Fund #0010 expenditures for November in the amount of \$5,557,261.42*: Travel Advances - 0; (11/09) Ck#5013464-5013468; (11/09) Ck#1142653-1142656; (11/09) Ck#1142657-1142724; (11/10) Ck#1142725-1142756; (11/14) Ck#1142757; (11/17) Ck#1142758-1142759; (11/18) Ck#1142760-1142814; (11/18) Ck#1142815-1142891; (11/21) Ck#1142892; (11/21) Ck#1142893-1142947; (11/21) Ck#1142948-1143023; (11/21) Ck#1143024-1143030; (11/21) Ck#5013469-5013501; (11/23) Ck#5013502-5013506; (11/23) Ck#1143031-1143035; (11/29) Ck#5013507-5013525; (11/29) Ck#1143036-1143117; (11/29) Ck#1143118-1143142; (11/30) Ck#1143143; (12/01) Ck#1143144-1143164; (12/01) Ck#1143165-1143221; (12/02) Ck#1143222; (12/05) Ck#5013526; Voids - Ck#1142760-1142891. Ron Higgs *seconded, and the motion passed unanimously.*

GENERAL WAGE INCREASE

Danielle Perry, Director of Human Resources presented a general wage increase recommendation of 4% for all employees. The increase is based on market surveys of similarly sized local and regional library systems and of local governments within the KCLS service area, as well as Consumer Price Index data for Seattle, Tacoma and Bellevue from October 2021 to October 2022.

Srini Raghavan made a motion to approve a 4% general wage increase, effective January 1, 2023 for all KCLS represented and non-represented employees and the Executive Director. Harish Kulkarni seconded the motion. All voted in favor and the motion passed unanimously.

2023 BUDGET

Donna Zirkle recapped the proposed balanced budget of \$140.7M previously presented in detail at the November 2022 Board of Trustees meeting.

RESOLUTION 2022-06 ADOPTION OF 2023 BUDGET

Lalita Uppala *moved approval of Resolution 2022-06 Adoption of 2023 Budget. Ron Higgs seconded the motion. All voted in favor and the motion passed unanimously.*

2023 OFFICERS

The trustees unanimously agreed to make Harish Kulkarni the 2023 Board President and Srini Raghavan the 2023 Board Secretary.

2023 FINANCE COMMITTEE AND BOARD DEVELOPMENT COMMITTEE

The trustees unanimously agreed that Jeff Guddat and Anne Repass would comprise the 2023 Finance Committee. Laura Valenziano, Lalita Uppala and Srini Raghavan would comprise the 2023 Board Development Committee. Anne Repass will be the 2023 liaison to the KCLS Foundation.

2023 BOARD MEETING SCHEDULE

Ron Higgs moved approval of the proposed 2023 Board Meeting Schedule. Lalita Uppala seconded the motion. All voted in favor and the motion passed unanimously.

DIRECTOR'S REPORT

Executive Director Lisa Rosenblum introduced the new Director of Information Technology Services (ITS) BJ Colvin.

She thanked Board President Anne Repass and new trustee Jeff Guddat for attending the recent KCLS Staff Service Awards event which was held in person for the first time in three years; she also thanked the Human Resources department for putting together such a wonderful event.

Lisa thanked departing trustee Ron Higgs for five years of dedicated service to the Board. All of the trustees similarly wished Ron Higgs well as he ends his service on the Board. Ron thanked everyone and gave a brief description of why libraries have been so important to him throughout his life.

BOARD COMMITTEE REPORTS

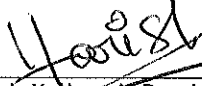
There were no Board committee reports.

TRUSTEES REPORTS

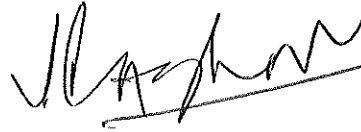
Anne Repass encouraged the trustees to attend events like the recent 10th Anniversary celebration at the Newcastle Library. She said it is a great opportunity to get out into our communities and share in their love of libraries.

ADJOURNMENT

Anne Repass adjourned the meeting at 6:04pm.



Harish Kulkarni, President



Sriniraghavan, Secretary