

**City of Bellevue
Library Advisory Board**

**Monthly Meeting Minutes
January 15, 2019**

Opening

The regular monthly meeting of the City of Bellevue Library Advisory Board was called to order at 5:05 PM on January 15, 2019 in the meeting room of the Bellevue Library, by Kim Anderson, President.

Meeting Attendance:

Board Members Present: Kim Anderson, Chad Davis, Ankit Saraf, Barbara Spindel, Cris Dreher

Board Members Absent: Gunjan Murarka, Jillian Selem

KCLS Representatives: Cecie Streitman, Bellevue Library Regional Manager; Kirsten Corning, North Central Regional Manager.

Friends of the Bellevue Library: Julie Schuman

Newport Way Library Association: Barbara Spindel

Guests: LeGrand Olsen, Library Services Manger

Public Comment Period:

No members of the public were present for the meeting.

Approval of Minutes:

Minutes for November 2018 meeting were approved. They will be posted on the LAB One Drive and filed with the Deputy City Clerk.

Regular Business

Agenda Item 1 – Presentation by LeGrand Olsen of Bellevue Region 2018 Adult Programming Services Highlights and 2019 Goals

Each year program targets are set by audience (e.g. adult services; children's services) based on community discovery census, interviews with patrons and other relevant stakeholders as well as librarian outreach to the community.

For 2018 three primary targets were established for adult services:

- IdeaX (25% of adult programming) - focus on science, technology, engineering, art and math (87 programs, 915 participants).
- Economic empowerment (22% of adult programming) - focus on small business support and financial literacy (46 programs, 531 participants).
- Partnership with the city of Bellevue (19% of adult programming) - focus on leveraging areas of common interest with the city (68 programs, 1,429 participants).

All other programs, which accounted for 47% of staff efforts, generally fall into one of two categories: centrally developed KCLS supported programs or community driven locally developed programs and services. In 2018 there were 149 such programs with 3,159 participants.

While the majority (78%) of programs are held in the library, efforts are also made to bring services to patrons with 22% being held in locations outside of the library.

In total, adult services librarians organized and hosted 350 programs with 6,034 participants.

75% of program offerings are funded by KCLS and the KCLS foundation. However, efforts of Friends of the Library organizations play a significant role in providing additional funding that enables the library to create a number of programs tailored to the specific needs and interests of the Bellevue community - 86 programs with 2,570 participants in 2018.

Going forward, library services will be down about 60 hours of adult librarian time (i.e. roughly 1.5 headcount). The goal will be to make up for this through efficiencies such as avoiding duplication, identifying who is in the best position to deliver various programs and services, using past experience to figure out what works best, creating tighter alignment as adult and children's services are brought under one manager, etc.

In 2019 and beyond it is anticipated that the general mix of services will be similar to the current mix.

Agenda Item 2 – Review of Jennifer Robertson's Visit

In November Jennifer Robertson visited and provided better clarity on the most effective and useful way for the library advisory board to conduct outreach to the city council. What the board took away from her comments is that:

- Showing up monthly at city council meetings to provide library highlights is too frequent and not high priority enough;
- The council is primarily interested in using council meeting time for high priority issues;
- Educating the city council about the upcoming levy lift rises to the appropriate level of priority to merit time but we should be sure to coordinate any efforts on this front with KCLS since they want to control and lead the roll out;
- As far as the annual report to the city council we will shoot for the September/October time frame since, among other things, we will have results of the summer reading program which will be of interest.

Reports:

- **Bellevue Friends of the Library**

The annual foreign language book sale is scheduled for the last week in April. All items priced at \$0.50. While this may seem low the BFOL has received so many donations (perhaps due to the popularity on Marie Kondo's Netflix show on un-cluttering your life) that they really want to sell as much as possible. Last year they raised almost \$4,000. There will also be a back to school sale in July.

- **Newport Way Library Association:**

Opera previews with Norm Hollingshead, which started at Newport Way Library, has always been extremely popular. However, with Norm's retirement in 2018 the search has been ongoing for a replacement which they are now hopeful they have found with Theodore Deacon.

Upcoming highlights include the Global Reading Challenge.

The next book sale will be the children's book sale on June 1. This sale always has a great return on the level of effort (last year made \$1,000) and because it is held in the main library area it doesn't block off the meeting room from other uses.

Consideration will be given to a gardening/crafts sale later in the year if time, quality and quantity of books warrants it.

- **KCLS Staff Report**

in January, librarians are actively planning for the Summer Reading program. Lists of presenters are available, and programming needs are being evaluated, especially with regard to highest benefits to the community and staff capacity.

Circulation statistics for 2018 are now available. The 5% drop in circulation of physical materials in Bellevue is likely the result of the shutdown for construction of the Makerspace and associated reorganization.

While circulation of physical materials was lower in all branches this is more than offset by circulation of online materials. In addition, foot traffic has held steady.

New Business:

No new business was introduced.

Adjournment:

Meeting was adjourned at 6:20 PM by **Kim Anderson, President**. The next general meeting will be at 5:00PM on February 19, 2019, at the Lake Hills Library.

Meeting Agenda: Will be distributed by Kim Anderson, President, prior to the next meeting.

Minutes Submitted By: Chad Davis, Board Secretary