

Approved

**City of Bellevue
Library Advisory Board**

**Monthly Meeting Minutes
July 18, 2017**

Opening

The regular monthly meeting of the City of Bellevue Library Advisory Board was called to order at 5:05 PM on July 18, 2017 in the meeting room of the Newport Way Library, by Chad Davis, President.

Meeting Attendance:

Board Members Present: Kim Anderson, Chad Davis, Cris Dreher, Ron Higgs, Loretta Lopez, and Barbara Spindel. Absent: Gunjan Murarka

KCLS Representatives: Debra Westwood

Friends of the Bellevue Library: Ned Kurabi

Newport Way Library Association: Barbara Spindel

Public Comment Period:

No members of the public requested time for comments

Approval of Minutes:

Minutes for June 2017 meeting were approved as submitted. They will be posted to the One Drive and forwarded to the City Clerk.

Reports:

Bellevue Friends of the Library:

A new Board was elected at the last membership meeting. The BFL has created and adopted a new mission statement (circulated). In celebration of the 60th Anniversary of the BFoL, a video has been prepared on the history of the Library in Bellevue. A copy of the video will be provided to the LAB to review. The BFoL is currently working on developing their budget for the new operating year and a website to support information sharing, new membership, and program information.

Newport Way Library Association:

Newport Way Library hosted a "computer café" to provide computer repairs to the many patrons who attended. A "video night" was hosted and had attendance of over 30 people. A movie night was held that was well attended by both adults and children. There is a teen movie night being planned for June 19th. The summer meals program is averaging 35 families on Tuesday, Wednesday, and Thursday with teen volunteers reading stories using the "reading buddies" approach (organized by the teen librarian). A children's program mathematics session is planned for August 3rd. There is a great deal of activity going on with meetings and programs throughout the summer.

Approved

KCLS Staff Report

Debi Westwood provided the KCLS staff report. Summer is “peak time” for libraries with lots of activities and participation. Many of the programs are targeted at keeping kids engaged in learning to keep the “drop-off” at a minimum. Recent drop-in Creativity Lab-Idea X featured a variety of activities such as Legos, electrical circuits, and music editing on a laptop. These events are a lead-up to the opening of the Maker Space. Summer reading programs are well underway with good participation. There will be a concert on 7/19 program with a jazz digirie-do artist. Chow Downtown is happening in August in Ashwood Park. The Library is sponsoring the entertainment in conjunction with BFoL. The summer meals program at Lake Hills is averaging 30-40 meals served. There is a “sharing basket” at the door for items people don’t want that others may enjoy. A longer discussion about food program history and current approaches in the libraries ensued amongst the Board members and KCLS staff. It is the season of increased activities at Ashwood Park but no parking issues have surfaced so far.

Regular Business

Agenda Item 1 – Library Programming and Services Part II

Reviewed the Library Services Planning Worksheet and discussed the process used for determining and evaluating new program ideas. A number of documents were provided on program statistics. The planning and programming funding and decision process was presented to provide a context for how the Library arrives at program selections for each location. Four service strategies guide the overall process. Each year every program is reviewed against the goal established. An in-depth discussion proceeded to establish a solid foundation on programs and services provided and impact from the standpoint of attendance, individuals served, and alignment of goals established. Engagement models and opportunities were explored and examples given.

One issue that is a constant consideration in this programming development and decision process is to be aware of and contain potential scope or mission creep.

Agenda Item 2 – Discussion on Resources Available to New Board Members

Deferred to September meeting dues to one member being absent and other agenda items running longer than anticipated.

Agenda Item 3 – Discussion of Interest in Developing a Mission Statement for the Board

A discussion of the value, format, and details of a mission statement for the use of the LAB was engaged. A historical perspective of actions and activities that have been undertaken to evolve the LAB mission was engaged to set the context for the next generation of the mission. There was general agreement that this effort should be pursued as a mechanism for the Board to use in assessing future activities and initiatives to adopt or undertake. Ron agreed to research and gather information for further review and development of a proposed LAB mission statement.

Agenda Item 4 – Discussion of Interest in Trying to Pursue Inclusion of a Teen “Intern” for the Board to Provide a Youth Perspective

Deferred to the next meeting.

Approved

New Business:

No new business.

Adjournment:

Meeting was adjourned at 6:31 PM by Chad Davis, President. The next general meeting will be at 5:00PM on September 19, 2017, at the Lake Hills Library.

Agenda for Next Meeting: Will be distributed by Chad Davis, President, prior to the September meeting.

Minutes Submitted By: Cris Dreher, Board Secretary