

**City of Bellevue
Library Advisory Board**

**Monthly Meeting Minutes
October 16, 2018**

Opening

The regular monthly meeting of the City of Bellevue Library Advisory Board was called to order at 5:05 PM on October 16, 2018 in the meeting room of the Newport Way Library, by Kim Anderson, President.

Meeting Attendance:

Board Members Present: Kim Anderson, Chad Davis, Gunjan Murarka, Ankit Saraf, Jillian Selem, Barbara Spindel

Board Members Absent: Cris Dreher

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

Friends of the Bellevue Library: None

Newport Way Library Association: Barbara Spindel

Public Comment Period:

No members of the public present for the meeting.

Approval of Minutes:

Minutes for September 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 – Review of KCLS (King County Library System) Board Meeting

The meeting began with a discussion about KCLS financial landscape - what funding mechanisms exist, how they work, etc. - and on the need for a "lid lift" in the next two years. It was noted that KCLS is potentially facing head winds due to funding fatigue following recent large increases to property taxes as well as a number of recent levies. KCLS will work with a consultant to follow the upcoming Seattle education levy to get a sense of public appetite to approve new levies and factor this into thinking about timing.

Other agenda items:

- The Open Public Meetings Act, including discussion about what qualifies as a quorum given the recent change in the size of the board from five to seven members
- The Strategic Landscape and how to implement it
- STEM background and activities, highlighting recent programs and initiatives.

Agenda Item 2 – Educational Opportunities for the Board

Following up on discussion last month, board members were polled about which topics, based on KCLS departments and service areas, would be of most interest. Results of the poll were presented and discussion followed about prioritization. The top three topics that emerged from the discussion are finance, diversity services and online services. It was decided that subject matter experts in these areas would be invited to join monthly board meetings starting in February.

An interest was also expressed in setting up a tour of the KCLS Preston distribution center. Since the board doesn't meet in December it was decided to try to schedule a tour in lieu of the monthly meeting.

Finally, there is interest in touring the back office operations of the Bellevue library. This will be incorporated into the November monthly meeting.

Agenda Item 3 - Discuss Agenda for Meeting with Jennifer Robertson

Following the board's presentation to the city council the board has extended an invitation to Jennifer Robertson to join the November meeting. Discussion followed about the agenda for the meeting and several topics emerged:

- City goals and priorities and how they relate to libraries.
- Council perceptions about what is working well and/or what they would like to see more of
- Any concerns that the council would like to see addressed
- How best for the board to interact with the council (frequency? venue?)
- Feedback from the council about the presentation
- Is there interest in having the board inform the council about the levy lift?

Agenda Item 4 - Discuss Date and Location on November Meeting

The current November board meeting is scheduled to take place two days before Thanksgiving. Given the likelihood that several board members will not be available due to the holiday, the board approached the city to ask what would be required to move the meeting to the following week. It turns out that only 24 hour notice is required. Therefore the board agreed to reschedule the meeting for November 27th. The meeting will still be held at the Bellevue library.

Reports:

- **Bellevue Friends of the Library**

None

- **Newport Way Library Association:**

The annual book sale is scheduled for November 16th & 17th. This is the biggest fundraiser of the year and is critical in balancing the budget.

October 27th is the KCLS foundation's annual celebration of KCLS's Friend, Association and Guild members.

- **KCLS Staff Report**

The first floor of the Bellevue library has reopened although the full collection is still being returned. So far reaction has been positive to things like the new furniture and the flex rooms for the business community.

Gates will be installed on the stairways to the third floor and Plexiglas will be installed on the exposed railing in order to address safety concerns that were raised about the new children's area.

The North Central Region is part of a pilot for a monthly calendar that brings together and highlights programs, events, news and other information of interest for the Mercer Island, Newcastle and Newport Way library branches in a new format which would replace the current marketing sheets.

Notice of future board meetings will be included in the monthly marketing sheets as a way to help keep the public informed about dates, times and locations.

New Business:

A suggestion was made that it would be useful for board members to have a longer term view into the upcoming agenda once the calendar for the next several months is set.

Adjournment:

Meeting was adjourned at 6:23 PM by **Kim Anderson, President**. The next general meeting will be at 5:00PM on November 27, 2018, at the Bellevue Library.

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

Minutes Submitted By: Chad Davis, Board Secretary