

**City of Bellevue  
Library Advisory Board**

**Monthly Meeting Minutes  
February 15, 2022**

**OPENING**

The regular monthly meeting of the Library Advisory Board (the “Board”) was called to order at 5:05 PM on February 15, 2022 by the Board President. The meeting was virtual using Zoom.

**MEETING ATTENDANCE**

Board Members Present: Kim Anderson, Chad Davis, Gunjan Murarka, Sarah Rock and Ankit Saraf

Board Members Absent: Jim Rusk

KCLS Representatives: John Sheller

Friends of the Bellevue Library: Susan Peterson

Newport Way Library Association: Kim Anderson

Guests: Conrad Lee

**INTRODUCTIONS**

Meeting kicked off with a quick round of welcome.

**APPROVAL OF MINUTES**

Minutes from both November 2021 and January 2022 were presented in the meeting for approval. Upon motion made by Kim Anderson and seconded by Chad Davis, the minutes were approved.

**APPEARANCES AND PUBLIC COMMENT PERIOD**

Bellevue City Councilmember Conrad Lee joined the meeting as he has been appointed as the liaison for the Bellevue Library Advisory Board by the Bellevue City Council. Councilmember Lee expressed his support for the work done by the Board, and thanked the Board, all volunteers and KCLS for their service.

**REGULAR BUSINESS**

**Agenda Item #1: Summary of public comments in January**

Ankit provided a summary of the public comments made by Ms. Spindel in January meeting and updated the Board that an email with the details had been sent to Councilmember Lee. Kim & Chad both noted that openness and transparency is needed for citizens and the Board’s advocacy role. Councilmember Lee informed the Board that he hasn’t had a chance to read the email yet and will get back to Ankit.

**Agenda Item #2: Public Comments**

John wanted to get the Board’s view on when KCLS staff should participate in public comments and if the Board had a communication policy in place. The Board President noted that at the January meeting when the public comments had turned into a discussion, it should have been converted into a new business item for a more effective discussion.

Councilmember Lee explained from his experience on the Bellevue City Council that the Board should not typically engage in public comments, it should listen to the public and reserve discussion for action items in the next meeting.

Chad expressed the need for the Board to stick to the agenda and the Board agreed.

## **REPORTS**

### **Reports 1 – Bellevue Friends of Library report**

Susan reported that the corner shop in the Bellevue library is open Tuesday & Saturday and has also started accepting donations. Lake Hills library is accepting donations on Tuesday and sales are being done via the shelf. They have received positive feedback from patrons at both locations and are looking to add more days.

### **Reports 2 – Newport Way Library Association report**

Newport Way has now collected two months of donations and are seeing good sales via the shelf.

### **Reports 3 – Bellevue Library staff reports**

John provided an update about the security incident at the Newport Way library discussed at the January meeting. There was no personnel injury or contact at the incident and the security dept is adding metal reinforcement to the door to prevent future incidents.

John also informed the board that KCLS is hiring more people for opening in March and will have expanded hours starting February 27, 2022.

Gunjan requested an update on plans for summer programming and Kim requested an update on summer meals program.

## **NEW BUSINESS**

Ankit asked about the impact of federal, state and county mask mandate changes to Library operations and John informed that the library is monitoring them and will be reacting to them.

Kim noted that we should take communication policy as a discussion agenda item for the next Board meeting.

Ankit asked about conducting in-person meetings for the Board and was informed by John that the libraries still don't have all the meeting rooms available yet, as they are being used as temporary office spaces to meet the various social distancing guidelines.

## **ADJOURNMENT**

The meeting was motioned to be adjourned by Kim Anderson and seconded by Gunjan Murarka. The meeting was adjourned at 5:51 PM.

**Meeting Agenda:** Will be distributed by Ankit Saraf, President, before the next meeting.

**Minutes Submitted:** By Ankit Saraf, acting Board Secretary