

Approved

**City of Bellevue
Library Advisory Board**

**Monthly Meeting Minutes
September 19, 2017**

Opening

The regular monthly meeting of the City of Bellevue Library Advisory Board was called to order at 5:08 PM on September 19, 2017 in the meeting room of the Lake Hills Library, by Chad Davis, President.

Meeting Attendance:

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

KCLS Representatives: Debra Westwood

Friends of the Bellevue Library: Ned Kurabi (absent)

Newport Way Library Association: Kim Anderson for Barbara Spindel

Public Comment Period:

No members of the public requested time for comments

Approval of Minutes:

Minutes for July 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:

In Ned's absence Debra Westwood provide information on recent activities of the BFoL. New Board has been elected and meeting will be Wednesday. Cancelled their vintage book sale since they did not feel they had a sufficient collection.

Newport Way Library Association:

In Barbara's absence Kim Anderson provided information on recent activities of the NWLA. Summer meals program coordinated and run by the NWLA Board members. Started off at about 20 meals per day and increased to approximately 50 per day. Teen volunteers were there to do reading with the kids participating.

Book sales have been down recently.

Vandalism occurred in the sculpture garden. There are security concerns due to after-hours activities in the parking lot. Actions are being taken to reduce the attractiveness of this area for these types of things. Bellevue Police will increase patrols. Security cameras have been suggested but are an issue with concern about people being "monitored" in their use of the Library.

General discussion ensued relative to an expectation of safety and security at the library in relationship to fixed security measures and expectation of privacy.

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Oral history program for the NW Library is being developed for presentation in January.

KCLS Staff Report

Debra Westwood provided an update on the summer reading program. Completed for another year. Statistics are not available due to the method for signups. All prizes and giveaways have been completed. The youth backpacks were highly prized. Adult summer reading continues to be a work in progress but with good turnout.

Children's programming has started its five-week cycle. Story time has begun.

The Spanish language high school graduation program has started with 15 registered participants. The program coordinator is pleased with the turnout. The English language equivalent is run through Bellevue College.

College preparation and SAT test prep is underway at Newport Way Library.

Partnership with City of Bellevue on green cleaning (started early) is continuing with workshops and giveaways. Focus is on non-toxic cleaning with a bucket of products and instructions on how to clean without toxic products. KCLS partners at no cost to the Library as its role is to provide access. This aligns to the strategic focus of supporting the community.

Discussion ensued on the value of continuing these types of engagements and articulating the value to the community. The City recognizes the value as evidenced by their continued requests to partner. Consideration of responsibility of programs that the Library is undertaking that should be more the purview and responsibility of the City.

Discussion continued regarding policies and actions related to the use of the meeting rooms and the methods used to ensure compliance with the participation and non-commercial rules. Programs cannot infer that the Library is sponsoring the program.

Regular Business

Agenda Item 1 – Mission Statement Development

Reviewed material developed by Ron Higgs on elements of a mission statement including several examples of mission statements by different organizations. Discussion related to the structure, intent, and content of mission statements to frame the development of this element for the City of Bellevue Library Advisory Board. A suggestion was made to understand the Council's view (as gained from our Council representative). Highlighting the Library as a key resource and critical part of the cultural infrastructure of the community is a significant part of the LAB mission.

A broad discussion of the value and content of a mission statement ensued and each member was invited to reflect and provide perspective. Ron will pull together input and create a "strawman" for further discussion and refinement. Debra suggested referring back to the work the LAB did with Jennifer Wiseman in exploring this topic in 2016 in support of this activity. A target of having this completed for review and adoption in early 2018.

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Agenda Item 2 – IdeaX Lab Update

Deferred to October meeting due to one member being absent and other agenda items running longer than anticipated. Debra will email an informational update to the members.

Agenda Item 3 – Follow up Discussion on Resources for New LAB Members

Deferred to October meeting due to time constraints.

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.

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 October 17, 2017, at the Newport Way Library.

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

Minutes Submitted By: Cris Dreher, Board Secretary