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**City of Bellevue**  
**Library Advisory Board**  
Monthly Meeting Minutes  
January 17, 2017

**Opening**

The regular monthly meeting of the City of Bellevue Library Advisory Board was called to order at 5:03PM on January 17, 2017 in the Room 3 at the Downtown Bellevue Library, by Chad Davis, President.

**Meeting Attendance:**

Board Members Present: Judy Bailey, Chad Davis, Cris Dreher, Alice Lee, Loretta Lopez, Peter Maxim, and Barbara Spindel.

KCLS Representatives: Debra Westwood (KCLS Regional Manager)

Friends of the Bellevue Library: Ned Kurabi, President

Friends of the Newport Way Library: Barbara Spindel, President

**Public Comment Period:**

No members of the public requested time for comment.

**Approval of Minutes:**

Minutes for November 2016 meeting were approved as submitted. They will be posted to the One Drive and forwarded to the City.

**Regular Business:**

**Agenda Item 1: General Discussion on Topics for Annual Report to City Council**

The Board engaged in a wide-ranging discussion of topics and formats for the impending annual presentation to the Bellevue City Council in March 2017. Additional discussion and review will take place over the next two months as our presentation is developed. Focus will be on the Library as a significant resource to the Bellevue community and the role of the LAB as a conduit for identification and support to both KCLS and the community in expanding usage. A number of potential topics and issues were identified that could be included (circulation, security in the downtown library, changing demographics and how the library supports this). Sharing of thoughts and ideas with each other helps to extend the conversation and generate more opportunities.

The Board agreed to request March 20<sup>th</sup> as the date for presentation. Materials must be ready two weeks before the meeting.

**Reports:**

**KCLS Trustees Meeting – September 2016**

Barbara reported on the activities from the December KCLS Trustees meeting. Ongoing discussion of the dissatisfaction on the part of the pages with their situation relative to hours and

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benefits. This issue is one that does not have a positive future as KCLS does not have the resources to meet the pages' request. Staff benefit costs are rising 5.8% for non-union employees (represented employee's benefits are governed by the collective bargaining agreement). Salaries are increasing by 2.75%.

KCLS was trying to get more ballot boxes (one in every library) but the problem lies in that the boxes are not cheap and the County does not have sufficient numbers

New officers for the Board are in place for 2017.

It was agreed that the LAB should invite the new Trustee (from Bellevue) to one of our meetings.

The CFO reported that KCLS had passed its required State audit.

### **KCLS Staff Report:**

Debra Westwood reported on circulation statistics and highlighted the significant increase in the issuance of library cards year-over-year. This was largely due to the initiative to get a library card to every student in the Bellevue School District. Another highlight was the total number of items checked out across the Bellevue facilities – 2,462,000 for 2016.

The holiday Ice Rink proved to be a successful partnership. The increased number of programs were a great benefit to having the rink next door. No issues or problems were reported with parking. The next activity in the downtown area that could have an impact is the opening of the new Kid's Quest Museum. Since they do not have parking it is possible people may use the library facility. Impact will be monitored to determine if a problem may arise. KCLS is also involved in a Sweater Drive to collect sweaters for distribution to people in need.

KCLS strategic planning process is continuing. They are collecting feedback through interviews and surveys. Additional opportunities will be taking place in March for review and input.

### **Friends of the Library:**

Barbara reported on the development of an oral history of the Newport Way Library Association. The NWLA has changed vendors for post-sale books to receive a better return and leverage the KCLS vendor which will be more cost effective.

Ned reported for the BFoL on the status of the scholarship fund for UW library science students that was started in 2002 (current balance is \$52,000). The BFoL received a 10 volume history of England from 1849 which will be reconditioned by the U of W and will be housed there. The Holiday Sale was well attended and raised \$3000 in one evening of the three night sale. The Corner Book Store is looking at updating its payment system to enable accepting credit cards.

**Adjournment:** Meeting was adjourned at 6:30PM by Chad Davis, President. The next general meeting will be at 5:00PM on February 21, 2017, at the Lake Hills Library.

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

**Minutes Submitted By:** Cris Dreher, Board Secretary