



PRESENT

KCLS BOARD

Judge LeRoy McCullough
Lucy Krakowiak
Jessica Bonebright
Judge Richard Eadie

KCLS Staff

Bill Ptacek
Linda Glenicki
Jeanne Thorsen
Greg Smith
Julie Wallace
Charlene Richards
Bruce Adams
Nancy Smith
Bruce Schauer
Denise Siers
Kay Johnson
Jed Moffitt
Jennifer Wiseman

GUESTS

Warren Messer
Margaret Nelson
Michele Hillyer
Lori & Gary Robinson
Yoshiko Saheki
Barbara Spindel
Jim Bowen
John Green
John G. Gray
Jane Nelson
Cory Olson
Phyllis Forester
Lisa Fernow
Susan Veltfort

MOTIONS APPROVED

1. Motion to approve the Board Agenda
2. Motion to approve the February 27, 2007 minutes
3. Motion to approve Payroll expenditures
4. Motion to approve General Fund #0010 expenditures
5. Motion to approve Construction Bond Fund '88 #3020 expenditures
6. Motion to approve Capital Project Fund 2005 #3070 expenditures
7. Motion to approve Gift Fund #6010 expenditures
8. Announcement of Director's Performance Review to occur in Executive Session on Saturday, April 7, 9am.
9. Motion to approve the concept of the agreement with the City of Renton and instruct KCLS staff to continue negotiations with Seattle.

CALL TO ORDER

LeRoy McCullough called the meeting to order at 6:38pm. He thanked everyone for attending at the new "trial" time and expressed his regrets for missing the last meeting.

APPROVAL OF THE AGENDA

Lucy Krakowiak moved approval of the agenda. Richard Eadie seconded and the motion passed unanimously.

APPROVAL OF THE MINUTES

There having been no changes to the draft February 27, 2007 minutes, they were deemed approved.

FINANCE REPORT

Linda Glenicki reviewed current finances noting February expenditures were \$5.8 million, versus a monthly budget average of \$7.2 million. Year-to-date expenditures are \$12.3 million (14.3% of the budget versus 16.7% of the year completed). This compares to February year-to-date expenditures in 2006 of \$11.8 million. Year-to-date growth in expenditures is at 4.0%. The following General Fund items were called out:

- **Supplies:** Expenditures include \$79,000 for computers to replace Thin Client equipment at various libraries.
- **Advertising:** Expenditures of \$5,000 are comprised entirely of charges for advertisement of bid requests and employment opportunities.
- **Reserves:** Expenditures of \$13,000 were for a progress payment to Waldron & Company for the independent cluster evaluation project.

Linda Glenicki also provided a final update to the December 2006 year-to-date expenditures (books officially closed February 28). Full year 2006 expenditures are at \$76.6 million or 93.4% of budget, which reflects 1.2% growth versus the prior year. This will leave KCLS in a position ahead of the budgeted beginning fund balance.

February revenues were \$1.1 million bringing year-to-date revenues to \$1.5 million (1.9% of budget). She said KCLS received about one-third of its budget in leasehold excise taxes levied on rentals of government property. She explained that due to a reporting error by the County Pool, which will be corrected in the March statements, Investment Interest shows zero earnings. She reiterated that KCLS earned investment interest in February at the County Pool's 5% net rate of return. Finally, she said credit card payments were 26.5% of the month's receipts for fines and lost materials. Year-to-date credit card payments are 26.1% of receipts (up from 21.4% in 2006).

Expenditures in the 302 Fund for February were \$70,000 for progress payments for the installation of Self Check-In. Referring to the new 307 Capital Project Fund 2005 report she said February expenditures were \$95,000, including \$42,000 at Woodmont. Year-to-date spending from the 307 Fund is \$109,000 (or 0.3% of budget).

PAYMENT OF BILLS

Jessica Bonebright moved approval of Payroll Expenditures in the amount of \$2,131,853.83; Checks February 1-15th Chk #: 141735-142783; 135137-135311 and February 16-28th Chk #: 147284-143834; 135312-135492. Richard Eadie seconded and the motion passed unanimously.

Richard Eadie moved approval of General Fund #0010 Expenditures February 2007 in the amount of \$5,859,538.96; (Travel Advances) Chk #809-812, (2/5) Chk #100249-100293, (2/6) Chk #100294-100384, (2/8) Chk #100389-100423; 100424-100465; 100470-100542; 100543-100555, (2/14) Chk #100556-100602; 100603-100625, (2/15) Chk #100627-100689, (2/16) Chk #100690-100702; 100703-100706; 100707-100745; 100746-100790, (2/20) Chk #100793-100795, (2/22) Chk #100800-100849; 100850-100859; 100860-100904; 100905-100961, (2/27) Chk #100962-100997; 100998-101065, (2/28) Chk #101070-101116, (3/2) Chk #101117-101129; 101130-101133; 101134-101140; 101156-101160; 101161. Lucy Krakowiak seconded and the motion passed unanimously.

Lucy Krakowiak moved approval of Construction Bond Fund '88 #3020 Expenditures February 2007 in the amount of \$70,092.30; (2/22) Chk #100796, (2/27) Chk #101066-101067, (3/2) Chk #101141. Jessica Bonebright seconded and the motion passed unanimously.

Jessica Bonebright moved approval of Capital Project Fund 2005 #3070 Expenditures for February 2007 in the amount of \$254,719.32; (2/6) Chk #100385-100388, (2/14) Chk #100626, (2/16) Chk #100791-100792, (2/27) Chk #101068, (3/2) Chk #101142-101155. Richard Eadie seconded and the motion passed unanimously.

Richard Eadie moved approval of Gift Fund #6010 Expenditures for February 2007 in the amount of \$1,115.03; (2/8) Chk #100466-100469, (2/22) Chk #100797-100799, (2/27) Chk #101069. Lucy Krakowiak seconded and the motion passed unanimously.

ANNOUNCEMENT OF DIRECTOR'S PERFORMANCE EVALUATION

Jessica Bonebright announced that the KCLS Board of Trustees will hold a special meeting in Executive Session on Saturday, April 7, 9am at the Service Center (960 Newport Way NW, Issaquah) to review the performance of a public employee per RCW 42.30.110(1)(g). The estimated duration of the Executive Session is two (2) hours. No action is to be taken during or after the executive session.

PUBLIC FORUM

Jessica Bonebright reiterated that the purpose of the Public Forum was to allow members of the public to share their comments and concerns with members of the Board and Administration about library-related issues. Staff will be asked to respond to main topics and the Board will take comments and responses under advisement.

Audio Books

Warren Messer, who made the request at a Tuesday Board meeting, said a computer for downloading audio books was put in the Maple Valley Library that Thursday. Unfortunately, he said the USB ports of the Dell computer are incompatible. He said he's been using Overdrive (easier but has less selection) and Netbooks and emphasized that the one-hour limit on library workstations makes it difficult, if not impossible, to download books. He explained that he tried to download a book to the P-Drive, but found there was insufficient space because the old files had not been purged. He said 20-30% of the audio books exceed the capacity of the P-Drive. He asked the Board to consider changing the policy so patrons can ask a reference librarian for permission to use computer for longer to download audio books or increase the capacity of the P-Drive for downloads. He said the local staff member has gone out of her way to assist him with these issues, but that ITS staff needs to be more involved.

Weeding

Margaret Nelson said the collection is a library's reason for being, but pointed out that new books are ordered centrally, rather than by local community librarians. She said the "Collection Development Policies and Procedures" document (from the January Board packet) indicates that KCLS plans at least 19 weeds this year, but does not tell weeders to consider whether a book is appropriate for a library of its size, whether a particular

book fits the local community or whether it can be replaced by something newer and as good. She noted that patron surveys show the public likes and trusts their local staff. She also said the procedures document does not say the local librarians are involved in determining what their local library's weeding needs are. This homogenization of the collection, in non-local book ordering and in weeding for the sake of turnover, is destroying the former unique reflection of each community's collection. She posed the following questions:

1. Will the local librarians be officially included in weeding decisions, and will this be added to the document?
2. I have had a librarian tell me, "I go and tell a patron about a wonderful book only to find we no longer have it" after a weed. What procedures will you add to the document to ensure the weeders, especially those brought from other libraries or the Service Center are familiar with the community's needs and desires?
3. Will you have subject-specific staff review books to be weeded, and will this be addressed in the document?
4. When will the document address how you plan to ensure topic gaps are filled, and weeded books replaced?
5. How do you treat out-of-print books? They are not included in the document at all.
6. How long are "Choice Reads" kept in the Library System and what happens to them afterwards?

Finally, she asked that the revised Collection Development Policies and Procedures document be posted on the Board's webpage, so the public can review it and see that these concerns are included.

Way-Finding

Quoting Julie Wallace as stating that the Way-Finding project is based on the 2005 patron survey, Lori Robinson suggested that the initiative be put into context. She said that in reviewing the summaries of the patron survey the following were ranked as top needs, or concerns of patrons when asked how KCLS was doing: 1) book choice (ranked 34 out of 40); 2) staff treats me with respect (ranked 7 out of 40); 3) open hour to meet my needs (ranked 36 out of 40); 4) I had enough time to read a book before I had to return it (ranked 21 out of 40); and 5) ease of locating materials (ranked 33 out of 40). Lori Robinson said an examination of the survey to determine patron concern about signage showed that only nine of a possible 5,400 open-ended responses addressed signage, as compared to about 100 who expressed concern about noise (an issue not explicitly addressed in the questions). She asked if there has been an initiative to reduce noise and asked why KCLS is focusing on signage when book choice and noise are primary concerns. Finally, she said that the retail oriented Way-Finding project, as defined last month, indicated a 10% reduction in books in libraries. In response to Richard Eadie's inquiry about what that would mean to a library, Lori Robinson said that Mercer Island's collection would be reduced by 9,800 books. Referring to Bill Ptacek's explanation that Way-Finding would enable KCLS to manage the collection so there would not be fewer books, but the books would be checked out more, Lori Robinson said retail establishments can immediately restock items removed from the shelf. She asked how Mercer Island Library staff would restock the shelves, without room to store the 9,800 books that would be removed. She concluded by saying that enhancing the library collection, not signage, should be the first priority based on the patron survey.

Phyllis Forrester said librarians earn a Master of Library and Information Science with the same investment of time and money as others earning a Master's degree. She said they put effort into breathing life to the information people seek, knowing what it takes for patrons of all ages to find their way to what's available even what the patron does not know what they want. She said the patron survey demonstrated patrons' great satisfaction with the service offered by librarian and how much they appreciate the relationships formed with them. Patrons from senior citizens to toddlers value the camaraderie with the local library staff. She said the retail oriented Way-Finding project demonstrates that librarians have been removed from being allowed to add their expertise to any of the programs that management puts forth. She commented that management doesn't ask staff for their opinion and rejects the significance of their training by turning them into rotating employees. She said it's time for the Board to take a look at the effect of unproven programs and change for change sake in the KCLS community. She said KCLS doesn't need retail consultants because libraries are free public information centers to further education — not marquee entertainment centers. She said door greeters at Wal-Mart are a misuse of employee time and that patrons don't want librarians acting like Nordstrom clerks. She said staff is the best marketing tool KCLS has as they go out to all venues in the community, visiting classrooms, giving book talks and leading students and their families back to the library. She said the librarians are trained to help the people coming into the libraries, including those looking for directions. She asked the Board to step back into their trustee governance role and to preserve and protect the community libraries.

Independent Evaluation of Clustering

Gary Robinson said that the theme of the 2006 Year in Review, "Continuing the Tradition of Excellence," needed to be put into perspective in relation to Waldron & Company's independent evaluation of clustering. He first said the nine goals of clustering identified in the Waldron report were never communicated to patrons before implementation nor was patron input requested. He asked the Board when the first time they heard what [all] nine objectives were. He also asked them which of the 13 recommendations in the report, which attempt to

mitigate the consequences of what appears to be an ill-conceived, unplanned initiative, they are considering. He noted that LeRoy McCullough's characterization of the report as "painful" resonates with patrons' views. He asked the Board where KCLS' action plan for addressing the shortcomings identified by the evaluation is. He reminded them that the cluster evaluations by KCLS administrators were viewed as subjective and irrelevant to clustering's goals and objectives. It was for this reason that, at the Board's direction, independent assistance was sought to evaluate the effectiveness of clustering. Gary Robinson also said KCLS doesn't need clustering to accomplish the recommendations of the report. He added that, in the process of carrying out the evaluation, Waldron provided a commentary on executive performance, lack of leadership, mismanagement and a failure to communicate. After reading verbatim comments excerpted from the Waldron report, he pointed out that Waldron & Company's recommendations share key words: Integrate and *Manage Change*; Communication and *Change Management*; *Management*; Develop *Teams*. He reminded the Board that the concept of the library is to serve patrons, who pay for the service, and not the "whim" of the management and Director.

Yoshiko Saheki began by commenting that the fact the independent evaluation of clustering was commissioned was quite remarkable, as was the fact that it is available online for anyone to access. She then asked that in fulfilling their duties as the KCLS governing body, that the Board always keep in mind the branch libraries, where the patrons and the communities are served. She quoted a portion of KCLS' value statement she found on KCLS' website: "We value the involvement of our public, our customers by recognizing that it is for them that we provide service." She suggested that patrons are best served when communications between KCLS management and branch staff is optimized. She expressed concern that the evaluation of clustering points to less than optimal communication despite the fact that one of the stated goals of clustering is improved communication.

Director's Performance Evaluation

Jim Bowen said he was in the Mercer Island Library a few weeks ago and overheard a five-year-old ask Sally Porter for a book about Tommy. Unlike Sally, who knew that the boy was referring to Tommy the Tank, Jim said he wouldn't have known. He used this as an example to illustrate Phyllis Forester's previous comments. As the Board prepares for the Director's performance evaluation in April, Jim Bowen also discussed issues that cause patrons and staff to believe there's been a lack of good judgment and leadership in the planning and implementation of systems and in financial planning.

First, he said KCLS purchased and installed two Self Check-In (\$600,000 each) and committed to purchasing two more (total cost \$2.4 million plus taxes and installation). It is patrons' understanding that a cost benefit analysis is a "work in progress" for the two operational machines. Even if the machines offer benefits in high volume libraries, planning and judgment would have eliminated the need to ask: 1) Was there a cost benefit analysis done before the purchase? 2) Why agree to purchase four machines instead of just one to try? 3) Is data being collected and if so, what does it indicate? 4) What volume is required to justify the purchase and installation of a machine? He asked for written responses to these questions. In addition, he said there was no clear plan or goal for clustering for a few years, then late in 2005 a plan was developed that was poorly communicated, unpopular with staff and patrons, absent of a cost benefit analysis or of an evaluation process. He said the 2006 implementation resulted in the upheaval of staff, inefficiencies and low morale as documented in the Waldron report. Finally, he said the potentially most costly example is the submission of the 2004 construction bond plan without a plan to staff the new and expanded libraries. Following a report by patrons projecting a 34.4% increase in staff needed to service the new space (using the then existing staff-to-space ratio), he said staff decided they needed a plan, which resulted in the Future Service Delivery project to address staffing. He also noted that construction appears to be behind schedule, construction costs are increasing substantially over budgeted amounts and the staffing of new and expanded libraries is a huge unknown. Taken as a whole, KCLS staff, patrons and citizens and taxpayers deserve better performance than this. On behalf of the patrons of 19 KCLS libraries, he asked the Board to address the issues of staffing the new construction at the next Board meeting.

Barbara Spindel said that at the Board Planning Retreat on October 13, 2006, Charlene Richards (Human Resources Manager) presented an evaluation document to be used by the Board in evaluating the Director's performance annually. At that time, discussion focused on the subordinate evaluation document being given only to the Administrative Planning Team. While she said APT's evaluations would likely be done in a thorough and thoughtful manner, she emphasized that the evaluation process needs to encompass a broader representation of the KCLS community. She said Waldron & Company's independent evaluation of clustering pointed out great deficiencies in communication between staff, managers and the directorate. If the Board is basing the Director's performance evaluation only upon information from the upper level of management, she said they will have less than a complete picture. She asked the Board to clarify for the public whether, in the process of evaluation, they would be addressing all constituencies. She asked whether there would be input from staff, librarians, managers, patrons and friends groups, as well as from those from the directorate level and if so, how.

Construction

Cory Olson said that at their January meeting he requested that bond-related facilities information in the Dashboard be revised to include critical dates (i.e. next public meeting, groundbreaking, estimated completion). He said the Dashboard in the current meeting packet reports the statuses of library projects that are part of the Design Build package are "in progress." He read excerpts from the facilities portion of the Dashboard Details regarding the Des Moines and Skyway libraries and noted that detailed information about the five new Design Build libraries is not included. He said he was disturbed with the lack of information, whether due to there being no new information available on the progress of those projects or because it was not a priority to include it in the report. He asked the Board to determine for which of those reasons the information is not included.

Library Advisory Boards

After thanking the Board for holding the Public Forum at a later time, Jane Nelson said she noticed that "Library Advisory Boards" was an agenda item for both the Planning and Finance committee. She asked what the Board discussed in relation to Library Advisory Boards and why it was on the agendas, but Friends of the Library wasn't.

RESPONSES BY STAFF

Audio Books

Jed Moffitt agreed to look into the issues raised by Warren Messer.

Weeding

Bruce Adams said the sections of the proposed Collection Development Policies and Procedures document that was shared with the Board were not a comprehensive report on what weeding is or of the System's weeding efforts. He acknowledged that KCLS plans 19 team weeds in 2007 and emphasized that weeding is an ongoing activity among local staff at all 43 libraries. He also explained that team weeding works best at those 19 sites if the local staff conducts weeding before the team arrives. He said staff from Collection Management Services (CMS) supports weeding teams, which are comprised of reference, Children's, Teen and other Public Services librarians from throughout the System who volunteer to help a cluster library' staff with the weed. So, although it does not say so explicitly in the documents Margaret Nelson referred to, Bruce Adams assured her that front-line staff is relied upon to tell the weeding teams what areas to focus on, and any special collection considerations. He acknowledged that the situation described by the librarian quoted is possible, but noted that the staff has expertise to help patrons find another good book in that instance. He also explained that while KCLS doesn't have the luxury of academic subject specialists, the volunteers for team weeds often have interests, knowledge or background in particular areas. He added that KCLS works hard to ensure that topic gaps are filled appropriately after a weed. In addition, collection liaisons in each cluster and the designated liaison from CMS work on an ongoing basis to address topical areas of the collection. He also noted that CMS receives about 1,800 requests each month from staff and members of the public for individual titles.

In response to Margaret Nelson's further requests for clarification about the role of local staff in weeding, Bruce Adams said team weeds kick-off with a meeting between the volunteer team (from outside the cluster) and the local staff to discuss how the weed will proceed. During the meeting, local staff indicates which areas of their collection do and do not need to be weeded. Although local staff doesn't review every item pulled, dialogue occurs before and during the process. Regarding out of print books, Bruce Adams pointed out that a majority of weeded books are probably out of print; that books go out of print very quickly. He explained, however, that during a weed, KCLS expect to be able to replace essential weeded items with more current books.

Finally, he explained that Choice Reads paperbacks have a short shelf life in the Choice Reads area for a number of reasons: 1) the appeal of the area is fresh, new items; 2) these items wear out quickly because they are the collection with the highest turnover System-wide. He said Choice Reads are a floating (not catalogued collection), so they move from library to library. Angelina Benedetti, Manager of Selection & Order, said Choice Reads stay on the shelf for about 6 months, at which point items are either too worn to continue in circulation, those in reasonable condition will be moved to a library's genre paperback collection.

Way-Finding

Julie Wallace, who introduced Lisa Fernow (who was extensively involved with the Patron Experience Transformation Project), explained that the issues Lori Robinson cited as items of patron interest and/or concern (i.e. book choice, open hours, noise, etc.) are included in KCLS' Strategic Blueprint and are being addressed. She said that KCLS' high level of funding for collections reflect efforts to enhance book choice. Bill Ptacek added that in 2007, the collections budget increased by \$1 million (or \$10.53 per capita; more than three times that of similar sized U.S. libraries). Julie Wallace also said a no cell phone policy was implemented to mitigate noise and open hours were increased at a number of libraries in 2006. Way-Finding was a project geared toward addressing

patron concerns about ease of locating materials and navigating KCLS' resources. She emphasized that staff is not addressing concerns expressed in the patron survey in exclusion of one another.

In addition, Julie Wallace said the presentation made to the Board in February was "conceptual" and that KCLS would be testing the implications of the Way-Finding tenets during the design phase (i.e. comparing capacity before modifying stack configurations). She emphasized that the number of items in the collection will not be decreased, that the reduction would relate to shelf size. She added that displaying the collection will enable KCLS to manage the collection so that more books are checked out. In other words, there would not be fewer books, but rather the books would be checked out more quickly. Finally, she reiterated that Way-Finding is more comprehensive than just signage. She said improving physical way-finding is about designing a clear "path" through the library to create a clearer view, orientation and opportunity for patrons to discover library materials and resources. It addresses the general library layout, signage, fixturing and lighting, and display of the collection. Additionally, the Way-Finding project is aimed at alleviating the number of navigational questions, so staff has more time to help patrons find books, provide reference service, etc. LeRoy McCullough added that the effort will also ensure access for those with disabilities.

Gary Robinson asked about how much Way-Finding would cost. Julie Wallace said KCLS is not allocating a lump sum to go out and change all of the libraries, but rather will incorporate the tenets in a phased manner in the new libraries, during library remodels and as part of KCLS' normal interior upkeep process. After acknowledging Lori Robinson's analysis, Lisa Fernow explained that the survey data revealed that the more experience one has with library, the greater the perception that the library is meeting ones needs. She emphasized that new patrons will feel that to a lesser degree and might need help identifying staff and resources. Phyllis Forrester said librarians go to the schools and do library tours so they know where to go in the library.

Self Check-In

Bill Ptacek said Self Check-In machines were installed at the Bellevue and Federal Way Regional libraries. He said that staff from the community library will report about the machines next month. In the meantime, he said Linda Glenicki and Karen Daniel (Circulation Coordinator) were compiling statistics for the cost-benefit analysis. He added that staff is continually learning how to utilize the machines, often in ways KCLS hadn't thought of initially. He also mentioned that the two systems remaining to be installed have been postponed until the vendor is ready to install the new, quieter sorter unit, which the existing systems will also be retrofitted with.

Future Service Delivery Project

Bill Ptacek explained that this project, which Jim Bowen referred to, is progressing. He noted that KCLS has hired Berk & Associates to lead a visioning process to determine what services KCLS will provide in the future. Because KCLS will need to staff the libraries it is currently building, Linda Glenicki and Denise Siers are identifying the staffing needed through next year. In addition, KCLS continues to take other measures, including the use of technology, to address workload issues in the interim.

Independent Evaluation of Clustering & Director's Performance Evaluation

Jessica Bonebright said that, based on a recommendation from the Planning Committee in December 2006, the Board intends to use the Director's Performance Evaluation form to gather baseline data during the first quarter of the year 2007. She also said the Board will consider many factors in addition to the subordinate appraisals by APT, including the Waldron report. Lori Robinson asked if feedback from non-APT staff would be solicited. Jessica Bonebright said it would not and reiterated that the Board will do their best to evaluate input from a variety of parties, including input received from staff and patrons through surveys and public meetings.

Construction

Bill Ptacek said updates about construction projects are available online (www.kcls.org/yourlibraryinvestment/). He said staff reports about project statuses as information is available. This information is also included in the Dashboard Details and Director's Report portions of the Board packet.

Library Advisory Board

Bill Ptacek said that this issue was discussed with the Board committees because a city expressed interest in establishing a Library Advisory Board, an action which the local Friends of the Library group objected to. By request of Richard Eadie, Bill Ptacek further explained that there are two primary, independent opportunities for public involvement with KCLS community libraries: Friends of the Library groups and Library Advisory Boards. He provided the following explanation of the differences between the two groups:

- Friends of the Library groups support their library through fundraising and advocacy, providing funding and support for special opportunities including programs, resources, materials, activities or events.

- Library Advisory Boards are established by the individual cities that have annexed to KCLS to serve in an advisory capacity to City officials on matters regarding the KCLS community library they represent.

Bill Ptacek reiterated that KCLS actively works with cities to create Library Advisory Boards. Barbara Spindel said patrons of unincorporated areas of King County do not have a city or town to establish such Advisory Boards, which she said represents an inequity. Bill Ptacek affirmed the difficulty in establishing Advisory Boards in areas not governed by a city and said that the Friends of the Library are the next best way to engage. Phyllis Forester quoted from a KCLS' brochure, which says: *"KCLS seeks to be responsive to the public and looks to local library boards as a vital link to local communities and city government. Any town or city served by the King County Library System may establish its own local library board to recommend changes regarding library facilities, hours, materials, or other matters. While individuals always have direct access to members of the Board of Trustees and the Library Director, in cities and towns with local library boards, individuals may wish to contact their board first."* LeRoy McCullough said Board members occasionally attend these meetings. He suggested KCLS think about replicating Advisory Board-type of involvement in areas not affiliated with particular cities.¹

ANNEXATION PARAMETERS

Bill Ptacek said Senate Bill 5522, the proposed legislation relating to the annexation by a city to a portion of a rural library district, was not called for a vote of the full Senate before the cut-off date. For the time being, he said, the bill is dead. He asked Linda Glenicki to present the proposal KCLS extended to Renton and Seattle so that, if the Board is in general agreement, agreements can be formalized with these cities.

Linda Glenicki reminded the Board that the legislation Renton drafted in concert with the City of Seattle would have required library district assets to be transferred to the city in the event of annexation at zero value. She noted that Renton's rationale is that area taxpayers have already paid over the years for their library and shouldn't have to pay twice. Therefore, in an attempt to reach a compromise, she said KCLS proposed an alternative solution under which KCLS could offer to pay Renton the pro rata share of bond-generated tax dollars contributed by the area and also a payment equal to the area's pro rata share of the capital assets of the system (based on the audited financial statements) and in return the City would pay the current market value for any buildings that are acquired. This proposal reflects each entities desire to be kept whole in terms of past and future investments in the library. She said Renton staff will recommend the proposal to the Renton City Council.

Linda Glenicki explained however, that the City of Seattle has not agreed to same proposal, but have actually counter-proposed. They would like to pay only for the appraised value of the land and not the library buildings. When all is said and done, she said they are seeking a cash payment from KCLS of about \$2 million (or what they anticipate is needed for physical work on the buildings). She noted however, that Seattle committed to sign such an agreement before annexation occurs, which means the payment to Seattle would be for that amount in dollars, regardless of when the annexation took place. Jessica Bonebright asked if Seattle's counterproposal required KCLS to be more generous. Linda Glenicki affirmed that it was, when compared with the agreement Renton was likely to accept. Bill Ptacek said, however, that the spirit of both agreements is the same; KCLS does not intend to impede the annexations. He added that the City of Renton seems willing to have a separate agreement with KCLS than Seattle. If that were to change, he said he would return to the Board. In response to a question from the audience, he said the affected libraries are Fairwood and Skyway (Renton) and White Center, Boulevard Park and Greenbridge (Seattle).

Richard Eadie asked Linda Glenicki if the agreements with Renton and Seattle reflect a fair return to KCLS of its investment. Linda Glenicki said the agreement with Renton is fair, but noted that Seattle's counterproposal is in Seattle's favor. She said both agreements are superior to what the proposed legislation called for. Richard Eadie asked if the deferment of payment to Seattle for several years adds enough benefit. Linda Glenicki said it would not. She said the counterproposal from Seattle was received the day of the Board meeting and has not been fully analyzed. Richard Eadie said that the Board needs to know that the agreement is fair before taking action to approve it. He expressed concern about the City of Seattle's counterproposal not being advantageous for KCLS. *Richard Eadie moved to approve the concept of the agreement with the City of Renton as fiscally sound with reasonable return on investment in that area, but that KCLS staff continues negotiations with Seattle at this time. Lucy Krakowiak seconded and the motion passed unanimously.*

RISING COST OF CONSTRUCTION

Julie Wallace presented a summary of information related to the increasing costs of construction and its impact on KCLS' bond-related projects. Since voters approved the \$172 million KCLS capital bond measure in 2004, she said the construction costs have risen 28% nationwide, forcing private and public entities throughout the State to

re-evaluate projects to ensure the best use of financial resources. She said that when KCLS' Capital Improvement Plan was created, project budgets were based on the best construction cost estimates possible, including calculating our projected costs at a higher rate of inflation (5%) than the annual rate at that time (3%). Original cost estimates were \$346 per square foot, but recent estimates have escalated to \$450 and higher per square foot. Recent estimates also indicate that costs will continue to rise by 6-10% annually during the next five years. As a result, she said KCLS is working to offset increased project costs and to minimize the impact on library projects by aggressively pursuing several cost-saving measures, including: 1) Bundling smaller projects together through design-build, an approach that utilizes a single contractor for design and construction; 2) Partnering with private entities to develop large properties with a library and mixed-use development. The document also restates the Board's commitment to preserving the designated level of funding for each project. LeRoy McCullough said the figures were sobering, yet familiar to those buying something like a gallon of gas.

FOLLOW-UP ON WAY-FINDING

Julie Wallace reminded everyone that in 2005, more than 5,000 patrons completed the Patron Experience Transformation Project (PETP) survey. One of the opportunities identified from the patron research was for KCLS to make it easier for patrons to access the collection and the full range of resources and services offered. One strategy proposed to making it easier for patrons to do this is to improve the physical way-finding. She further explained that Way-Finding is a new concept in library layout and KCLS is leading the way for public libraries.

To gain a clearer understanding of the concept, KCLS staff devoted many months in 2006 to study best practices from other organizations with similar navigation issues, including conferences and literature. Visits to community libraries gave staff the opportunity to observe patrons using the libraries and to tracked questions and comments as patrons searched for materials. In addition to analyzing data from the PETP project, staff also assessed information gathered during the 2002 Welcoming Library Project. After thorough research, KCLS contracted with Studio SC and Arhart Creative to develop the action plan, which was presented conceptually at last month's meeting. To summarize, Julie Wallace highlighted the project goals:

- Arrange space to directly support an ideal "patron path," with clearly defined areas throughout the library.
- Alleviate patrons need to ask navigational questions, freeing staff to offer expert support and service.
- Enhance book displays to allow for easier browsing and highlighting items of local interest.
- Ensure that patron expectations are met during every library visit.

Finally, she referred the Board to feedback was gathered at both staff meetings and from the public following the February Board meeting.

OTHER BUSINESS

LeRoy McCullough called attention to a Seattle Post-Intelligencer article called, "Teens buying books at fastest rate in decades." He thanked the staff for being on the cutting edge when it comes to encouraging teen use of the library and challenged libraries other than Shoreline to demonstrate their efforts in this area.

After an informal poll about the later start time for the Public Forum, LeRoy McCullough also agreed to have the Planning Committee look at extending the experiment.²

ADJOURNMENT

Lucy Krakowiak adjourned the meeting at 8:47pm.

LeRoy McCullough, President



Lucy Krakowiak, Secretary

ACTION ITEMS

¹ Consider replicating Advisory Board-type of involvement in areas not affiliated with particular cities.

² The Planning Committee will look at ways to continue experimenting with later meeting start times.