



#### MOTIONS APPROVED

1. Motion to approve the Board agenda
2. Motion to approve the September 25, 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. Motion to approve Resolution 2007-05
9. Motion to grant permission to serve wine at the Literary Lions Gala and preview events in 2008
10. Motion to continue with the current Kenmore site, maintaining the pace of development and contracting, and to consider the City's proposal as an alternative option

#### CALL TO ORDER

LeRoy McCullough called the meeting to order at 5:09pm.

#### PUBLIC COMMENT

David Bakker, Deputy Mayor of the City of Kenmore, said Kenmore and KCLS have the opportunity to make a smart investment by co-locating the new Kenmore Library with the new Kenmore City Hall. He said the City has recently purchased a property KCLS had previously considered, and construction will begin on the new City Hall in the next few months. He pointed out that there are issues with relocating the Post Office in the facility KCLS has chosen. He said Kenmore aims to have their project finished by June of 2009, and they remain open to co-

locating the Library with the City Hall at the new location, which is a block away from the current Kenmore Library. He said the parking facilities would be much better, and the City has chosen the same architects as KCLS for their project. He urged the Board to consider joining with Kenmore and making Kenmore and KCLS' dollars go further in providing assets for the community and the County as a whole. He said he would love to meet with the Board and the Director and needs to hear back soon as construction will begin in the next few months.

Yoshiko Saheki thanked KCLS, and in particular Julie Brand Wallace, for the planning and execution of the Shoreline Parking Lot Expansion Celebration. She said it was a fun and wonderful community event. She also thanked KCLS for the expansion itself, and said she thought it was the best improvement that could have been made to the Shoreline Library. She mentioned she has always been fond of the building itself, and the interior has held up well through various remodels. She said she did not care for the location, especially after seeing the new Richmond Beach Library in its park location, and after seeing what the same architect could do with a good site at Maple Valley. However, she said the parking lot expansion improved the location, giving the Shoreline Library a presence it didn't have before.

Joan Mason, an Auburn resident speaking on behalf of the Friends of the Auburn Library, asked the Board to reconsider the Strategic Planning Guidelines for Library Improvement Modifications document, which had converted the expansion of the Auburn Library to a remodel. She distributed a letter of support from Auburn Mayor Peter B. Lewis. She said when Auburn considered becoming part of KCLS, she was part of an ad hoc committee. She said Auburn citizens were thrilled to become part of KCLS, and had done a lot to have a KCLS library in their community. At the time of the bond, citizens asked for a 25,000 square foot structure, but there wasn't enough funding. She noted that the original document listed a 5,000 square foot expansion to begin in 2011. She said part of the criteria for the revisions was "to prioritize funding in rapidly growing areas to meet projected needs" and said Auburn's population was estimated to grow to 66,000. She noted that KCLS said

citizens could go to the two libraries in Federal Way and also Kent, and countered that traffic is difficult and bus service is impossible in those areas, precluding children from getting to the library. She said Auburn needs a library that can support its growing population. She mentioned that although the Friends of the Library are a small group, they had done some fundraising and put money aside in anticipation of the expansion. She asked the Board to reconsider the 5,000 square foot expansion to begin in 2011 with an additional provision for a special project from the Friends.

Margaret Nelson said she was proud to see Federal Way Mayor Park, School District Superintendent Murphy, School District Board Member Larson, former KCLS Trustee Bill Gates and other citizens attended the Federal Way Regional Library expansion meeting. She said they came not only to see the plans, but to tell KCLS they hope that service will continue while the Library is closed, especially to aid students. She said Mr. Larson also proposed a mitigation meeting be called this Fall that would include the City, the School District, the Chamber and KCLS among others, in hopes that a plan could be made to provide temporary service. She indicated that she hopes KCLS will cooperate on this issue. She said Bill Gates asked Bill Ptacek if the Woodmont Library would be open before Federal Way Regional is closed, and she hopes KCLS will commit to this. She noted there currently are four libraries in southwest King County: Des Moines, Woodmont, Federal Way 320<sup>th</sup> and Federal Way Regional. She said the Des Moines Library, under repair, opens at 3pm on weekdays and is closed on Friday and the Woodmont Library is closed until July 2008. She suggested if Federal Way Regional is closed, there will be tremendous pressure on Federal Way 320<sup>th</sup> and said it is therefore critical that Woodmont is opened before Federal Way Regional closes. She said while attendees of the meeting were shown two proposals for the expanded library, they were not able to judge the two plans because there was no information about the square footage allotted for usage of different functions, either in the new or old plans, and thus no way to know how to measure the value of the expansion in each plan. She added attendees were told KCLS would not be increasing the collection and questioned who would have voted for the bond if they had known this fact. She suggested increasing the book shelving, study desk and computer areas and then accommodating librarian and patron requests.

Cindy Ferry submitted a written request that Harry Potter books, sexual books, murder mysteries and sexual and R-rated movies be removed from the collection. She explained that when she was collecting signatures for her petition she was told she wasn't supposed to approach other patrons, which made it hard for her to get signatures concerning this issue. She said the few signatures she got showed that some people support having these types of books removed from the collection and she would like to get an answer about removing these books from the collection.

#### **APPROVAL OF THE AGENDA**

*Lucy Krakowiak moved approval of the agenda. Jessica Bonebright seconded and the motion passed unanimously.*

#### **APPROVAL OF THE MINUTES**

*There having been no changes to the draft September 25, 2007 minutes, they were deemed approved.*

#### **FINANCE REPORT**

Linda Glenicki reviewed current finances noting September expenditures were \$6.4 million, versus a monthly budget average of \$7.2 million. She said year-to-date expenditures are \$59.9 million (67% of the budget versus 75% of the year completed). The following General Fund items were called out:

- **Professional Services:** Year-to-date expenditures are ahead of last year, primarily due to significant projects: the external website redesign, team development work with Waldron and the Future Services Project.
- **Repair & Maintenance:** Expenditures of \$600,000 were slightly higher than typical, with half related to ongoing expenses for contracted services and the remainder including bills related to work on upgrading the controls of heating and ventilation systems at several branches and to the Federal Way Regional roofing project.
- **Reserves:** Expenditures of \$2,500 were for an early literacy program for Spanish-speaking patrons.
- **Capital - Furniture/Equipment/Software:** Expenditures show an \$11,000 credit because of a previous purchase of vehicles that when received, did not match the specifications of the order. KCLS had to return the vehicles and received a refund, resulting in a credit recorded in September.

September revenues included a bit of the Fall property tax payments, but a bigger amount of those payments will come next month. KCLS is now at 104.4% of budget in delinquent taxes, and also received a small amount of timber taxes, achieving 156.7% of budget in that category. Revenues received in September brought year-to-date revenues to 56.3% of budget. Investment interest is strong at nearly 200% of budget, partially due to conservative budgeting, however rates are now decreasing. Credit card payments remain fairly steady at 25-30% of total payments.

Expenditures in the 307 fund were \$2.5 million, which brings the total to \$11.7 million year-to-date or 34.2% of budget. Significant payments included a progress payment on the expansion of the Covington Library as well as expenditures at other libraries undergoing work: Fall City, Muckleshoot, Snoqualmie and Woodmont. Administrative costs represent a \$69,000 quarterly charge for salaries and benefits expenditures for employees who are dedicated to bond-related projects.

Expenditures in the 302 fund of \$532,000 in September were for Black Diamond and for work in Redmond related to the installation of patron check-in and sortation equipment.

#### **PAYMENT OF BILLS**

Jessica Bonebright moved approval of Payroll Expenditures in the amount of \$2,159,643.64; Checks September 1-15<sup>th</sup> Chk#156534-157589; 137621-137796 and September 16-30<sup>th</sup> Chk#157590-158647; 137797-137985. Lucy Krakowiak seconded and the motion passed unanimously.

Lucy Krakowiak moved approval of General Fund #0010 Expenditures for September 2007 in the amount of \$4,320,383.27; (Travel Advances) Chk #840-843, (9/11) Chk #107559-107593; 107594, (9/12) Chk #107596-107600; 107601-107652; 107653-107665, (9/13) Chk #107673-107690, (9/14) Chk #107691-107721, (9/17) Chk #107722-107741; 107742-107783, (9/18) Chk #107787-107816, (9/19) Chk #107817-107827; 107828-107834; 107835, (9/20) Chk #107852; 107853-107860; 107861-107897, (9/24) Chk #107898; 107899-107904; 107905-107936, (9/25) Chk #107937-107955, (9/26) Chk #107957-107971; 107972-107985; 107986-1078089, (9/27) Chk #108097-108129, (9/28) Chk #108130-108170; 108177, (10/2) Chk #108179-108231; 108232-108239, (10/3) Chk #108240-108244; 108245-108304; 108312-108346, (10/4) Chk #108347-108349; 108350-108360; 108361-108389, (10/5) Chk #108391-108438, (10/8) Chk #108439-108472; 108473-108481; 108482-108525, (10/11) Chk #108546-108559; 108560-108602, (10/12) Chk #108603, (Voids) Chk #107684;107899; 107904. Richard Eadie seconded and the motion passed unanimously.

Richard Eadie moved approval of Construction Bond Fund '88 #3020 Expenditures for September 2007 in the amount of \$533,260.74; (9/20) Chk #107836-107838, (10/4) Chk #108390, (10/10) Chk #108536, (10/11) Chk #108541. Jessica Bonebright seconded and the motion passed unanimously.

Jessica Bonebright moved approval of Capital Project Fund 2005 #3070 Expenditures for September 2007 in the amount of \$2,479,435.89; (9/11) Chk #107595, (9/13) Chk #107669-107672, (9/20) Chk #107839-107851, (9/25) Chk #107956, (9/26) Chk #108090-108093; 108095-108096, (9/28) Chk #108171-108176, (10/1) Chk #108178, (10/3) Chk #108305-108311, (10/8) Chk #108526-108535, (10/10) Chk #108537-108540, (10/11) Chk #108542-108545, (10/12) Chk #108604. Lucy Krakowiak seconded and the motion passed unanimously.

Lucy Krakowiak moved approval of Gift Fund #6010 Expenditures for September 2007 in the amount of \$1,703.22; (9/12) Chk #107666-107668, (9/17) Chk #107784-107786, (9/26) Chk 108094. Richard Eadie seconded and the motion passed unanimously.

#### **SURPLUS RESOLUTION 2007-05**

Linda Glenicki explained that the copy of the Resolution that Board members had in front of them was revised (compared to the one in the board packet) to include furniture as well as computer items. She said this was the standard quarterly surplus resolution. *Richard Eadie moved approval of Resolution 2007-05. Jessica Bonebright seconded and the motion passed unanimously.*

#### **PERMISSION TO SERVE WINE AT LITERARY LIONS GALA AND PREVIEW EVENTS**

Jeanne Thorsen presented the KCLS Foundation's request for the Board's permission to serve wine to persons over the age of 21 at several upcoming 2008 events: the Literary Lions Gala event, Saturday, March 8, 2008 at

the Bellevue Regional Library and at preview events for donor and guests at the Carnation, Black Diamond, Mukilteo and Covington Libraries. She also presented the Foundation's request that the Bellevue Regional Library close at 4pm on Saturday, March 8, 2008 to set-up for the Gala. With approval of this request, the KCLS Foundation will secure the necessary liquor license from the State. ***Jessica Bonebright moved approval of this request. Lucy Krakowiak seconded and the motion passed unanimously.***

#### CITY OF KENMORE REQUEST

Bill Ptacek explained that the City of Kenmore has purchased property that KCLS had once considered, but that it was not the property the community preferred. He mentioned KCLS was a bit surprised by this request because the City has been involved in helping KCLS relocate the Post Office. He said KCLS has progressed on this project and has allocated money to be able to build the structure with parking below the library. He said this had previously been communicated to the City Manager, who was comfortable with the plan. Despite the progress on the current project, he said KCLS had promised the City that their request would be presented to the Board. Kay Johnson added that she had talked to her contact with the U.S. Postal Service and was assured that KCLS' relocation request was moving forward and going to their Capital Investment Committee in January. She said this should allow relocation of the Post Office in 2008, which would match KCLS' construction schedule. When Bill Ptacek mentioned that the issue had come up at the Kenmore Library Advisory Board's last meeting, Terry Claypool, Assistant Managing Librarian, said the Advisory Board didn't feel that there was anything to endorse in the City's idea. She said although the Advisory Board was not opposed to the proposal being a "Plan B," they feel comfortable with the current site.

Richard Eadie said he had recently visited the current Kenmore Library, and said it was challenging in size and parking. He said the community has been active in support of bond issues, and getting the library built has a sense of urgency. Co-location is something that should always be considered, and may be an advantage in some cases, he said, but in this case he would be reticent to stall the project because of the loss of time and the patience the community has expressed. He agreed with the Library Advisory Board's idea to recognize the City's proposal as a Plan B. Lucy Krakowiak said since KCLS has made considerable progress on the current site, and there has been support for the site, she supports KCLS continuing with the current plan. Jessica Bonebright agreed. Denise Siers reiterated Richard Eadie's statement that the priority is getting the library designed and built as quickly as possible. She said KCLS has already had a public meeting, has worked with the community and discussed priorities, residents understand the constraints of the project and are in support of the current site. ***Richard Eadie moved to continue with the current Kenmore site, maintaining the pace of development and contracting, and to consider the City's proposal as an alternative option. Jessica Bonebright seconded and the motion passed unanimously.***

#### CARNATION LIBRARY COMMUNITY STUDY

Laura Boyes, Manager of the Carnation, Duvall, Skykomish and Woodinville Libraries, along with Site Manager Darcy Newman, Teen Librarian Kirsten Edwards and Children's Librarian Jennifer Card, presented a brief summary of the Carnation Community Study. Laura Boyes explained that Carnation is a rural community in which three out of four residents work outside the community. She said because of the location, Carnation can become an island during flooding and the Library stays open and is highly used during those periods.

Darcy Newman said at 35 years old, Carnation is one of oldest and smallest of the KCLS libraries and the community is eagerly anticipating a new library. She said growth has not occurred much within City limits, taking place instead around the City. She noted Carnation has the highest youth population in King County, is the only City in central Puget Sound that has more jobs than housing units and historically has one of the lower median incomes in the County. She added that new home development has raised the average home value. Because of the high youth population and the proximity of the Library to schools, Carnation has the highest number of attendees of elementary school services.

Jennifer Carter said a third of Carnation's population is under the age of 18, and the Library has done a lot of work in terms of early literacy. She noted that Carnation has the highest number of Spanish speakers in the Snoqualmie Valley. She said Carnation staff would like to capitalize more on education and youth services with more space to do so in the new building.

Kirsten Edwards said the Carnation Library would continue to support local schools through reading and early literacy programs. She mentioned that with the closing of the Duvall YMCA, the Teen Book Club had been moved to the Tolt Middle School Library and that the Library supports teacher training with online databases. She said in terms of community outreach, one interesting opportunity is exploring ways in which KCLS can support the

children at the new Camp Korey facility at Remlinger Farms. She said the increased space at the new library will support the collection and increase access to computer technology. Darcy Newman added that the staff is looking forward to having more space.

## TEEN SERVICES UPDATE

Jerene Battisti reported (from national statistics) that three-fourths of high school students are regular library users and the projected population of 42 million teens in 2008 will make teens the second largest population, second only to baby boomers. She said 23% of public library users are teens and 11% of public libraries have librarians trained to serve the teen population.

Rosalie Olds, Teen Services Librarian at Fairwood Library, said she has been running the "Books and Bites for Teens" program for eight years, after inheriting it from Donna McMillan who had started the program around 1991. She explained that teens receive advance copies of new books to review at regular meetings where they also enjoy snacks. The meetings lead up to an end of the summer pizza finale. She said one of the useful aspects of the program is that it requires the teens to evaluate the books and read critically, which is a part of state testing. She reported several of the former program members have become volunteers for the program, and several have gone on to be library Pages. She said in addition to the "Books and Bites" program, Fairwood also hosts a teen writing group. She explained that because the members love reading and consider themselves bookworms, the groups are a place where they get a sense of belonging.

Rick Orsillo, Teen Services Librarian at Shoreline Library, explained "STAB" (Shoreline Teen Advisory Board) that has been running for six years. Meetings typically have 10-20 students and the group selects materials and develops, plans and implements teen programs. In their materials selection capacity, the group (often animatedly) discusses books and games and helps put stickers and labels on books. Orsillo said he recently took 22 STAB members to Seattle to participate in the Best Books for Young Adults Committee. They did an excellent job of discussing new books, and publishers mentioned that they had picked up on a lot of points they themselves had never considered. The group has recently incorporated Web 2.0 technologies, developing their own "STABlog," "STABcast" (podcast book reviews), "mySTAB" MySpace page and "STABucket" Photobucket page.

Michele McLaughlin, Teen Services Librarian at Federal Way Regional Library, described the "Read 3 Get 1 Free Book Bucks Auction" where teens were invited to participate in an enhanced version of the System-wide program. Teens at Federal Way and Federal Way 320<sup>th</sup> Libraries wrote reviews and picked out a free prize book. They also received the extra incentive of a \$1 "book buck" credit for each page they read that could be used to bid on items at the finale auction. McLaughlin said the program had received \$450 from the Foundation this year, which was matched by the Friends, to support the purchase of auction items to supplement donated items including MP3 players, games such as Guitar Hero, autographed books and gift cards. She said 150 people packed into the small meeting room for the auction. A total of 204 teens participated from June 1 to August 1 and 860 forms were turned in over two months for a total of 2,580 books and 664,082 pages read. She said she loved the program, but she would not do it again because it was a lot of work and she wasn't able to do the rest of the programming and projects she would normally do. She recommended the program for smaller libraries, or those looking to increase teen participation. She said in the future she would like to use Friends of the Library money to augment the Read 3 Summer Edition and buy more prizes for an extra drawing.

Shawn Crosby and Toni Botello described the Game On program at Burien, Boulevard Park and White Center. Shawn Crosby said last Fall staff were having some behavior problems at White Center because it is within walking distance of Evergreen High School, other neighborhood schools and McDonald's, and the library was inundated with children and teens after school. He said staff looked for an outlet to channel energy away from negative behaviors like abusing computer privileges and being loud and rude. After launching Game On at Burien, they started the service at White Center. The program immediately drew huge numbers and was an even bigger success than Burien. Toni Botello said last week 80 children and teens participated in the program, rotating throughout the evening. She said there is a core of 30 regular participants who, along with some new faces, sign in and find a station to play games after picking from a printed list and receiving the game from her game purse, which prevents theft. She said she has never had a problem with violence or fighting, and when participants were asked for feedback, it was all positive. She explained that she keeps the lights in the room turned down to create an arcade feel, and so that when she turns the lights back on, program participants know that it's time to leave. She said Game On is a great program that keeps children and teens off the street, and it has even been reviewed by King County Parks and Recreation because of all of the positive feedback.

Jerene Battisti said at the Auburn Library, Teen Services Librarian Rachel McDonald hosted "Video Game Olympics" with great success.

Brenna Shanks, Teen Materials Selector for KCLS, presented recent trends in teen literature. She said one study showed that since 1999, books for teens have increased 23%. She noted that a large trend has been crossover books for targeted age groups such as "tweens" and books dealing with young adulthood and college experiences intended for readers age 16-25. Authors who typically write for adults, such as mystery, romance and science fiction authors, have begun publishing for teens, she said. One of the trends in genre that she noted was an increase in multicultural books, urban fiction and street lit. She clarified that these are hard-edged stories, often morality tales, having a contemporary urban setting and minority characters. She listed additional trends in teen literature: social activism books, retellings of myths and fairytales, dystopian books, "chick lit," science fiction, grief, loss and recovery topics, gay, lesbian, bisexual and transgender issues, and fantasy series prompted by the successes of *Harry Potter* and *The Lord of the Rings*. She noted that the formats of these books are changing to include novels in verse, graphic novels, epistolary novels, books using excerpts from diaries/blogs and books incorporating viewpoint and time shifts. She said the "manga" form of graphic novels has brought young women into the readership of this genre. She explained that the \$500,000 teen collection budget goes largely to nonfiction and homework titles simply because they are more expensive.

Annie Holloman Poyner said she has been running the Study Zone program for seven years. She said the program is currently running at 23 locations, although there are 28 active locations. She said at the end of the last school year there were 135 tutors at 25 locations and usage leveled off since then, but September's numbers indicate that usage is going back up again. The program recently opened in new locations: Lake Forest Park and Vashon. While there are no students yet at Lake Forest Park, the service is popular at Vashon. The program is also running at the King County Youth Service Center. She said KCLS was not sure how children and teens were going to respond to having the service available in that facility, but it has been very popular and the few times it has had to close, the residents were very disappointed. She said library use is a privilege for these children and teens, working with tutors means a lot to them and they tend to visit regular library locations when they are released. Additional tutors are being sought for that location. Over the summer some of the programs remained open for summer school attendees or students who wanted to maintain their skills. She said the program so far is emphasizing math ability, as most of the participants are asking for math assistance. The program is also working on promoting the tutors' ability to help with WASL and SAT preparation because many participants are not aware of that service. She said the program is also going to focus on promoting the program directly to students. She mentioned that prizes for tutors to reward student were so popular that the program is going to try and enhance that service this year. She said the program is dependant on student interest as well as tutor availability, and mentioned several locations such as Snoqualmie, Carnation and Maple Valley where service has varied due to these factors. She said 60% of the volunteers come from the VolunteerMatch website, but recruitment at libraries also draws tutors and is especially important in the South End, which needs the most and gets the least tutors. Board members recommended several venues for tutor recruitment, including local universities and the public access channels and publications of the various cities and government groups. Julie Brand Wallace explained that funds have been designated in the 2008 Budget for the promotion of Study Zones. In response to a question on tutor orientation by Richard Eadie, Poyner said she conducts orientations for the tutors with a guidebook she wrote and gives the new tutors a t-shirt and nametag. The tutors commit to two hours a week for one school semester, and if they are not able to commit to a weekly schedule, they can be substitute tutors.

Jill Morrison, Managing Librarian of the Youth Service Center Library, said the Library provides recreational and educational programming for 85-150 children and teens age 10-18 incarcerated at the King County Juvenile Detention Center for anywhere from a week to two years. She said she has been at the facility since 1990, and has seen repeat offenders and even whole families cycle through. During their recreation time, residents visit the library for a 50 minute period to use the nine computer workstations, CD players and CDs, and the collection of 12,000 titles, of which they can check out five at a time to take back to their rooms. Morrison said because juvenile justice is changing and trying to get offenders out of detention and into alternate options, the Library is seeing fewer children and teens. She said the Library also sees residents through a school class in library skills, using a wide range of materials to show them how to use modern libraries. The class promotes the programs and services occurring at all KCLS libraries. She said the class always begins with a library scavenger hunt, which began because staff found that residents did not know how to find basic information. The class then covers different topics each week such as databases, book basics and online skills, teaching residents basic skills so that they feel comfortable when they are released and visit libraries in their communities. She said the Library is lucky to be able to host a Study Zone, with two dedicated volunteer tutors, and could add another Study Zone per week. They also participate in the Read 3 Get 1 Free program, and hope to establish a Game On program. She said participating in System-wide programs is important so that residents can see what is happening in the libraries in their communities, and can participate in programs when they are released. In terms of the

collection, she said staff see a lot of reading in the facility, and a lot of discussion occurs about books, with residents telling other residents what to read. Teaching them appropriate library skills and behavior while they are at the library helps them to be accepted and respected in the wider community. She also addressed the expansion of teen literature.

Jerene Battisti said KCLS is also committed to SAT preparation classes at 16 libraries and educational outreach at 18 different schools, serving 420 schools and 205,000 students.

LeRoy McCullough proposed KCLS, with the support of the Foundation, put on a program at the end of the year to recognize all of those involved with teen services.

## **FEDERAL WAY REGIONAL, BURIEN AND KIRKLAND LIBRARY DESIGNS**

Bill LaPatra of Mithun explained that the Federal Way Regional Library, at 16 years old, is experiencing crowds of people and a lack of seating and truly needs renovation and expansion. He said in the pre-design phase, the goal is to understand the site and the building and KCLS' and patrons' needs in terms of programming, the collection, seating, computers and study rooms. This phase involves collecting data and then responding to goals and needs. He said the site is an excellent site set in the woods, and Mithun wants to capitalize on the existing mature landscape while letting the building open up and achieving the goal of adding 10,000 square feet to the existing structure in around four and a half months. Showing an aerial image of the site, he said the design should allow the addition to work with the landscape. He said Mithun is looking at expanding the top end and right side of the existing structure to allow the entry area to remain the same. He listed goals of the project including improving the visual welcome patrons receive as they arrive at the library, enhancing visibility from the street, improving staff visibility within the library, improving patron way-finding and adding and improving a variety of spaces including world literature and children's areas, carrels and study rooms. He said Mithun is also looking at the lighting in the library. Inspiration for the project includes efforts to bring in warmth and texture. He said the existing building was unusually constructed using a method called tilt-up concrete, which was value driven when built, but is now posing the challenge of how to puncture through the concrete in order to expand and bring daylight into the library. He said Mithun is working with consultants to test two variations of the expansion project. The first option he described was a pavilion scheme, which would add two segments to the building that would be responsive to the landscape, adding to the centrality of the building while maintaining staff visibility of the library. This design would harvest daylight and use rectilinear geometries to bring contrasting architecture to the structure. The second option he described as a contrasting idea, a counterpoint to the rectilinear quality of the structure using organic or flowing contrasting forms to bring interest to the harder edges of the existing structure. He said both of these initial ideas would add 10,000 square feet and improve the flow and layout of the existing structure. Kay Johnson noted that in both plans, the teen and children's areas would be larger than in the current structure.

Architect Brad Hinthorne of Ruffcorn Mott Hinthorne Stine reported that value engineering is complete at Burien and the project is close to the last design steps. He said the firm is one quarter of the way through construction documents and is likely to be finished by mid January 2008. Construction is expected to begin in early Spring and be completed roughly a year after that.

Hinthorne went on to explain that work has just started on the approximate 5,000 square foot expansion of the Kirkland Library. He said the current 15,000 square foot structure, built in 1995, was built with a future expansion in mind. He listed various goals for the project including improvements in lighting, the lobby, quiet reading rooms, collection growth and building acoustics. He said the architects haven't yet focused on developing what the exterior will be, but are generally thinking of a relatively glassy addition towards the Peter Kirk Park. He said the firm is working with the City to learn about the new transit center and how the Library will relate to that facility. When LeRoy McCullough asked if the planned transit center has caused or will create any design adjustments, Hinthorne said he is not sure, but will know more after meeting further with the City. Kay Johnson added that the public is very concerned about that issue, especially as improvements to the current staircase on that side of the building need to be made. Hinthorne said work has just started on the project, and hopes to be through the design and construction documents by Spring 2008 to break ground in the Summer of 2008. He added that he is taking early drawings of the Kirkland project to a cost estimator next week. Kay Johnson clarified that this is a very early presentation, and that a more extensive presentation will be made to the Board in January when these three projects will be in the final design stages.

## **PRELIMINARY 2008 BUDGET**

Bill Ptacek explained that the 2008 Operating Budget is KCLS' strategic plan. He said KCLS begins with budget priorities, which create ideas for the theme of the budget. Staff then uses those themes to develop specific ideas for funding and to map out what will occur in the next year. He said after the four budget presentations in November, staff makes alterations based on public input. The Board of Trustees then approves the final budget in December and staff reports back to the Board through the Year in Review document. He said the Future Services Project that staff has been working on will further shape the planning horizon. He explained that the 2008 Operating Budget expenditures will total around \$91.8 million, a 6.2% increase over 2007. He said KCLS is heading towards spending more than it is taking in because revenue is only increasing by 3.1%. He explained further that this ongoing diminishment of the cash balance would lead KCLS to a lid lift at some point in the future. The levy rate in 2008 will drop to 39.3 cents per \$1,000 of assessed value, the lowest in the past 30 years. He said, however, that KCLS' per capita funding will remain at \$76, which is very high and comparable to other major West Coast urban areas such as Seattle, Multnomah and San Francisco. The overall budget distribution is about the same, he said, with regards to staff, materials and facilities. He said due to a 3% general wage increase assumption, there is a budgeted 4.5% increase to salaries, which would keep KCLS in line to have one of the highest levels of compensation in the U.S. He said finally that the facilities budget will include a \$1.4 million transfer from the general fund to the 302 Fund for library renovations.

Linda Glenicki explained that there will be \$80 million in base property taxes in 2008. She said KCLS receives a 1% increase in property tax base every year, but 2008 appears to be different because the \$80 million is a 0.3% increase rather than a 1% increase. This occurred because KCLS received in 2007 a very high amount of prior year re-levy funds and the re-levies are not included in the 1% calculation. She said the 2008 Preliminary Budget includes \$2 million in new construction compared to 2007's figure of just under \$2 million. She said the Assessor's Office has already provided figures of \$2 million in new construction, and since these numbers continue to increase up until early December it is expected that KCLS may have some additional upside in this figure. She said the budget includes a modest increase in the "all other" revenue category, which reflects the trend of the past several years in which KCLS has consistently beat budget in several line items. The total revenue will be \$85 million, which is an increase of 3.1% over 2007. She said the beginning fund balance for 2008 is currently forecasted at \$20 million, and with \$85.3 million in revenue and \$91.8 million in expenditures, the resulting ending fund balance is \$13.5 million. Because KCLS doesn't generally spend the full budget, she said there is a projected underage of \$4.5 million that would likely be added back into the fund balance. She also mentioned that there might be money owed to the City of Renton if the Benson Hill area is annexed, per the annexation agreement with Renton that the Board just recently approved. The Benson Hill issue will be on the ballot next week. Including the projected underage and the impact of the potential payment for Benson Hill, KCLS would end 2008 with a \$17 million fund balance, which would be carried up to the start of 2009. She said staff used consistent assumptions in 2009 which shows KCLS finishing that year somewhere in the \$9 to \$13 million range. She said KCLS' objective is to retain an ending fund balance above \$10 million. Since this budget scenario shows that the ending fund balance would be somewhere in that range in 2009, KCLS will assess the situation during the 2009 budget process to determine when a levy lid lift will be necessary.

Bill Ptacek said the 2008 Preliminary Operating Budget is organized around themes of Align, Outreach, Engage and Access, which will be further discussed at the Budget Hearings. He said the staff is excited about what KCLS has in store for the next year.

#### DIRECTOR'S REPORT

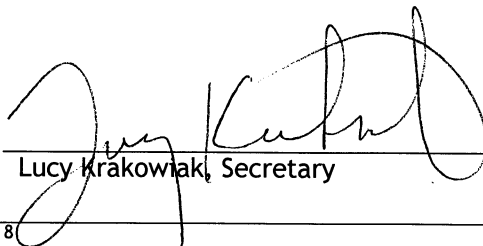
Bill Ptacek noted progress on the Sammamish and Fall City projects, and mentioned that Julie Brand Wallace was chosen to receive the 2007 Communicator of the Year award from the Association for Women in Communications, Seattle Professional Chapter.

#### ADJOURNMENT

LeRoy McCullough adjourned the meeting at 7:45pm.



LeRoy McCullough, President



Lucy Krakowiak, Secretary