



PRESENT

KCLS BOARD

Jessica Bonebright
Judge Richard Eadie
Rob Spitzer
Jim Wigfall

KCLS Staff

Bruce Adams
Terry Claypool
Mary Comstock
Amber Dern
Jennifer Duffy
Linda Glenicki
Paul Jensen
Kay Johnson
Holly Koelling
Lauren Mikov
Jed Moffitt
Anne Mulder
Bill Ptacek
Charlene Richards
Bruce Schauer
Greg Smith
Nancy Smith
Alison Terry
Jeanne Thorsen
Debra Westwood
Julie B. Williams
Jennifer Wiseman

GUESTS

Thomas F. Bangasser
Bonnie de Steiguer
Lori Robinson
Carol Smith
J.P. Smith
Barbara Spindel

MOTIONS APPROVED

1. Motion to approve the Board agenda
2. Motion to approve the July 28, 2009 minutes as revised
3. Motion to approve Resolution 2009-12, to concur with the City of Renton in its intent to annex to the King County Rural Library District
4. Motion to approve Payroll expenditures
5. Motion to approve General Fund #0010 expenditures
6. Motion to approve Construction Bond Fund '88 #3020 expenditures
7. Motion to approve Capital Project Fund 2005 #3070 expenditures
8. Motion to approve Gift Fund #6010 expenditures
9. Motion to approve Levy Lid Lift Resolution 2009-11
10. Motion to approve a WLA group charging a fee for a program in a KCLS meeting room

CALL TO ORDER

Jessica Bonebright called the meeting to order at 5:05pm.

PUBLIC COMMENT

Bonnie de Steiguer read a letter from Jean Bosch, President of the Vashon-Maury Island Community Council: "At this time of change for our public Library, it is particularly important that a high degree of communication and cooperation between our community and the King County Library System begin. A close working relationship between our community and KCLS is critical to a satisfactory result as KCLS plans to improve our public Library. As the recognized liaison with King County government, the Vashon-Maury Island Community Council has approved the formation of the Vashon Public Library Board. The Board will facilitate public participation by community stakeholders and advocate for library services. The Library Board will seek to assist KCLS in being responsive to the citizens of Vashon and Maury Islands consistent with KCLS' mission. We look forward to a fruitful, informative and cooperative relationship with KCLS as you

work toward an equitable arrangement with the Vashon Park District for a successful future at the Ober Park location of our Library. We are looking forward to an early appointment of a KCLS representative to actively work with our Library Board."

Thomas Bangasser noted that he has attended every KCLS Board meeting since September 2008. At the last meeting, Trustees directed staff to follow up on his questions of how KCLS chose 10,000 square feet as the size for the remodeled Vashon Library and why KCLS can't build a new Library for \$6 million. Tom mentioned that after he did not receive that information from staff, he emailed the Director and received an email from KCLS' legal counsel with four or five pages of information that gave three different cost figures, addressed the K2 site and was generally outdated and non-responsive. He asked the staff and Board to answer his questions once again. Tom also noted that there is a significant gap in public input in KCLS' site selection process.

APPROVAL OF THE AGENDA

Bill Ptacek requested that the Board add an action item to the agenda: to allow KCLS to host a Washington Library Association workshop in October. *Lucy Krakowiak moved approval of the agenda, with amendment. Rob Spitzer seconded and the motion was approved unanimously.*

APPROVAL OF THE MINUTES

Rob Spitzer moved approval of the July 28 Board meeting minutes. Richard Eadie seconded and the motion passed unanimously.

RENTON LIBRARY ANNEXATION

Bette Anderson reported that the staff of the Renton Library is looking forward to working with KCLS in the coming months and years to follow. She presented an ordinance of the City of Renton stating its intent to join KCLS.

Lucy Krakowiak mentioned that the Planning Committee discussed the Renton annexation. ***Lucy Krakowiak moved approval of Resolution 2009-12, to concur with the City of Renton in its intent to annex to the King County Rural Library District. Jim Wigfall seconded and the motion was discussed.***

Rob Spitzer asked what the status is regarding the questions raised by the Library workers' union. Bette Anderson replied that KCLS and the City of Renton have been working on staffing issues. The two organizations need to determine how positions match and where Renton staff would fit into KCLS. She noted that those questions will be answered as time goes on. Sorting out staffing is a complicated process, and both organizations have the same goal of providing great library service throughout KCLS and in Renton. Richard Eadie asked what the law and procedures are in terms of dealing with the bargaining units of the two organizations. Charlene Richards replied that there's a process for negotiating with the Unions that KCLS has begun. She noted that Council Two represents both bargaining units. Rob asked what KCLS sees as the downsides and advantages of annexation.

Bill Ptacek noted that one of the challenges is that since Renton has had a small library for some time, many residents have held onto the idea that Renton should have a separate, independent library. Another disadvantage is that library service with KCLS would be more costly to Renton residents. Overall, however, library service with KCLS would provide a better value. Annexation will also help alleviate the confusion caused by the fact that Renton Library and KCLS serve many of the same patrons. It will also provide an opportunity for Renton and KCLS to plan for future capital projects in Renton and the surrounding areas, including Kent, Skyway and Fairwood. KCLS has assessed the property tax that would be received from the Renton area, and it is about the amount that KCLS would spend to operate Renton libraries. Annexation would also be an opportunity for Renton to have more consistent library service across the board. Richard Eadie noted that annexation will also benefit Renton residents since the budget is set by the Library System rather than competing with other City departments. Bill also noted that there is so much development occurring in the downtown Renton area that this would be a good opportunity to provide regional library service to the entire area.

After discussion, the motion passed unanimously.

FINANCE REPORT

KCLS spent \$7.3 million in the general fund in July compared to a monthly budget average of \$8 million. KCLS is now at 53.8% of budget at 58.3% of the way through the year.

The following general fund items were called out:

- **Benefits:** Growth over 2008 is 14.4%, down from 17% in July. This reduction reflects the impact of the reduction in the PERS rate that took place in July.
- **Repairs and Maintenance:** Of the \$467 thousand in July, \$157 thousand was for contracted services such as janitorial. Expenditures included \$89 thousand related to the annual maintenance contract for Millennium. This category covers the maintenance of software hardware and other items.
- **Capital Expenditures:** July expenditures were \$93 thousand, \$53 thousand of which was the annual payment for the purchase of land for the new Sammamish Library. The purchase, which is similar to a capital lease, is for a total of \$825 thousand. This payment was budgeted in the general fund for 2009, but will move to the 302 fund in 2010.
- **Capital - Materials:** Percentage growth over 2008 in this category is 18%. One of the reasons for this high growth rate was that due to the snowstorms in December, many year-end materials shipments did not arrive until the beginning of 2009.

July is typically a slow revenue month, and KCLS took in less than \$500 thousand in July 2009. KCLS won't see significant revenue until September, when fall property tax receipts start to come in. KCLS has received 51.6% of budgeted revenues, and revenues growth over 2008 is at 2.6%

In the 307 fund, July expenditures were \$3 million. The largest expenditure was \$829 thousand for the new Sammamish Library. Other significant expenditures were for the new Burien Library, the Kirkland Library expansion and the purchase of Automated Materials Handling equipment at the Kent Regional Library. KCLS has spent a total of \$66.7 million in the 307 fund, and there is \$6 million left in the fund. Since KCLS is on track for the bond sale in September, staff and financial advisers are preparing the preliminary offering statement and have scheduled an interview with Standard & Poor's. KCLS will hold a competitive sale the day of the September Board meeting, and the results of the sale will be ready for the Board's approval that evening. The market is currently moving slightly in KCLS' favor and staff hopes that it will hold until September.

PAYMENT OF BILLS

Richard Eadie moved approval of Payroll Expenditures in the amount of \$2,475,445.87; Checks July 1-15 Chk#144842-144990; 204245-205382 and July 16-31 Chk#144991-145143; 205383-206523. Rob Spitzer seconded and the motion passed unanimously.

Rob Spitzer moved approval of General Fund #0010 Expenditures for July 2009 in the amount of \$5,073,462.82; (7/11) Chk #1009375-1009490, (7/14) Chk #5000030-5000068; 1009491-1009574; 1009575-1009617, (7/16) Chk #1009618-1009654, (7/17) Chk #1009655-1009763; 1009764-1009775; 5000069-5000072, (7/21) Chk #1009776-1009808, (7/22) Chk #1009809; 5000073-5000080; 1009810-1009883, (7/23) Chk #1009884-1009957; 1009958-1009976, (7/27) Chk #1009977-1010002, (7/29) Chk #5000081-5000092; 1010003-1010050; 1010051-1010102, (7/30) Chk #1010103-1010140, (7/31) Chk #1010141-1010161, (8/3) Chk #5000093-5000096; 1010162-1010171, (8/5) Chk #5000097-5000106; 1010172-1010237; 1010238-1010301, (8/5) Chk #1010302-1010333, (8/6) Chk #1010334, (Voids) Chk #1009517. Lucy Krakowiak seconded and the motion passed unanimously.

Lucy Krakowiak moved approval of Construction Bond Fund '88 #3020 Expenditures for July 2009 in the amount of \$24,993.20; (7/27) Chk #3020007-3020008. Jim Wigfall seconded and the motion passed unanimously.

Jim Wigfall moved approval of Capital Project Fund 2005 #3070 Expenditures for July 2009 in the amount of \$3,038,219.35; (7/14) Chk #3070062-3070063, (7/16) Chk #3070064-3070066, (7/20) Chk #3070067, (7/21) Chk #3070068, (7/22) Chk #3070069-3070070, (7/23) Chk #3070071-3070079, (7/27) Chk #3070080-3070082, (7/28) Chk #3070083-3070110, (7/29) Chk #3070111; 3070112-3070120, (7/30) Chk #3070121; 3070122-3070123, (8/5) Chk #3070124; 3070125-3070126; 3070127-3070129, (8/6) Chk #3070130. Richard Eadie seconded and the motion passed unanimously.

Richard Eadie moved approval of Gift Fund #6010 Expenditures for July 2009 in the amount of \$3,184.25; (7/11) Chk #6010010-6010014, (7/21) Chk #6010015-6010017, (7/27) Chk #6010018-6010021, (7/30) Chk #6010022-6010023, (8/6) Chk #6010024. Rob Spitzer seconded and the motion passed unanimously.

LEVY LID LIFT RESOLUTION 2009-11 & ELECTION GUIDELINES

The KCLS Board must approve a new levy lid lift resolution, since the date of the election changed. The new resolution also allows the Board to approve the language that will be included in the voters' pamphlet and include the measure on the Snohomish and Pierce County ballots.

Rob Spitzer moved approval of Resolution 2009-11. Jim Wigfall seconded and the motion passed unanimously.

Julie Williams presented an outline of the election guidelines established by the Public Disclosure Commission (PDC). The guidelines indicate that it is KCLS' right and responsibility to inform the public about operations and maintenance needs. KCLS may extend funds to inform the public through a jurisdiction-wide information piece and present that information on kcls.org and through any regular communication channels. The guidelines also encourage KCLS to communicate with staff so they can understand how to respond to questions and comments from the public. The guidelines indicate that staff and Trustees may respond to questions in a fair and factual manner, encourage patrons to vote (without advocating for a specific measure), speak at community forums and meetings, put bumper stickers on private vehicles (even if on library property) and thank residents for voting

after the measure is over. Prohibited activities include using KCLS' facilities and resources to advocate for a measure, targeting specific subgroups with information, campaigning (advocating) while on library time, using internal mail and email to communicate anything other than objective and factual information, and conducting research to determine the level of taxation that voters would support. Julie also provided a timeline of preparation milestones moving toward the ballot date.

After discussing KCLS' information piece at the Planning Committee meeting, staff presented it to the PDC for their recommendations. The PDC reviewed the informational piece to ensure that the tone and language does not promote the measure and made recommendations. KCLS modified the document based on the recommendations, and staff feels confident that the information is fair and objective. The PDC responded in a few days, compared to the response time of a few months on previous measures.

Rob Spitzer asked what the best way is to determine what the lid lift should be if the System can't gather information to determine what taxation level the public will support. Bill Ptacek replied that based on past lid lifts, KCLS knows that it is best to be on the ballot with local school districts, since they usually turn out a lot of supportive voters. Several school districts will be on the February ballot.

Lucy Krakowiak said she appreciates having information to pass out to people so that she can answer their questions fairly and factually.

WASHINGTON LIBRARY ASSOCIATION REQUEST

Bill Ptacek noted that meetings in KCLS libraries that charge for attendance require Board approval. The Children and Young Adult Services interest group of the Washington Library Association (WLA) would like to use a KCLS meeting room for a workshop for which there is a fee. ***Richard Eadie moved approval of the WLA group charging a fee for a program in a KCLS meeting room. Jim Wigfall seconded and the motion passed unanimously.***

KINGSGATE COMMUNITY STUDY

Debra Westwood, Paul Jensen, Jennifer Duffy, Alison Terry, Anne Mulder, Mary Comstock and Amber Dern presented the Kingsgate Community Study.

KCLS BOARD RETREAT

Bill Ptacek mentioned that the Planning Committee further discussed spending the first part of the Retreat on an environmental scan of KCLS' service area from economic, political and social services perspectives. KCLS has secured Jon Fine, CEO of United Way of King County, to address the social services side. Staff is working to secure further speakers, including Fred Jarrett on the governmental side. After the guest speakers, KCLS staff will provide an overview of Future Services and the rest of the time will be devoted to Board discussion.

CAPITAL PLAN QUARTERLY PROGRAM REVIEW

Linda Glenicki presented the quarterly review of the capital plan "green sheet" comparing total estimated spending to the \$172 million voter-approved amount. The capital plan total is currently \$169.6 million, which is below the voter-approved amount. When it was last presented in May, the total was \$176 million. Since then, KCLS moved up the start date for a few projects to take advantage of the favorable construction climate, updated the figures on the sheet to reflect the current cost environment and updated figures on closed and active projects. The active project totals reflect the most current estimates to complete the projects. Remodel projects funded out of the general fund, including Algona-Pacific, North Bend and Woodinville, are now reflected on the sheet. The property sale column was updated to reflect the most recent appraisals for the Sammamish, Skyway and Foster libraries. Since the capital plan is \$2 million under target, in the future KCLS could remove that amount from the \$6 million of general fund coverage for remodel projects, but KCLS will hold off on specific action right now.

Rob Spitzer asked where KCLS is with the Vashon and Newcastle library projects. Kay Johnson replied that Newcastle is in the design work phase and KCLS is working with Mithun, the developer on that project, and giving them more time to secure funding.

Kay Johnson noted that the \$80 thousand in accumulated expenses for the Vashon Library project includes the work KCLS did when considering the K2 and Ober Park options. KCLS expects to receive a draft lease from the Vashon Park District in the next few weeks.

KCLS is working with the Duvall Church to obtain property for the new Duvall Library. Unfortunately, the property has a mortgage on it, so the Church must retire its debt early or work out a financing arrangement with KCLS.

CONSTRUCTION UPDATE

Greg Smith provided an update of current and future construction projects:

- **Carnation Library:** KCLS just finished sidewalk renovations and tree removal.
- **Burien Library:** The Grand Opening of the new Library was on June 13, 2009. Staff is currently working on punch list items.
- **Kirkland Library:** Construction began in January 2009 and substantial completion is estimated for September 2009 with a Grand Opening in November 2009. Current activities include installation of glazing, interior drywall, siding and air handling units.
- **Sammamish Library:** This new building will include features such as a green roof and reflexology path. Construction began in January 2009 and substantial completion is estimated for October 2009 with a Grand Opening in January 2010. Current activities include site and utilities work and interior framing.
- **Federal Way Regional Library:** Construction of this 10,000-square-foot expansion began in April 2009 and substantial completion is estimated for March 2010 with a Grand Opening in May 2010. Current activities include installation of new roofing, erection of structural steel and rough-in of the fire sprinkler system.
- **Lake Hills Library:** A developer is building this new 9,500-square-foot Library in conjunction with office and retail space. The building is currently under construction. When it first opens, parking will be below the building and the space will be occupied by retail in the later phases of the project.
- **Kenmore Library:** KCLS is planning construction of a new 10,000-square-foot Library with a parking garage beneath the facility. Staff hopes to start construction after the final bid date on October 8, provided the Post Office has vacated the existing building. Substantial completion is scheduled for October 2009 with a Grand Opening in August 2010.
- **Kent Regional Library:** KCLS is renovating the back workroom, relocating the public restroom and meeting room, and installing Automated Materials Handling equipment. The project went out to bid on Friday, August 21. KCLS typically sees around three bidders, and there were 20 on this project. Substantial completion is scheduled for March 2010 with a Grand Opening in April 2010. KCLS is providing temporary services at a location on Meeker Street.
- **Newport Way Library:** This small expansion of the building will include the addition of new meeting room space that opens to the Library, installation of Automated Materials Handling equipment and reconfiguration of the Library to better serve patrons. Construction is estimated to start in March 2010.
- **Newcastle Library:** Construction is estimated to start in spring 2010 with anticipated occupancy in fall 2011. Current activities include design and permitting submittal.
- **Redmond Ridge Library Express:** KCLS will occupy 300 square feet of space in the Redmond Ridge Homeowners' Association office. Patrons will access the space to pickup holds and use the internet with their library card and pin number and surveillance cameras will provide security. There will be two phones over the computer stations that link directly to Redmond Regional Library staff. Construction began in August 2009 and substantial completion is estimated for October 2009.

DIRECTOR'S REPORT

Bill Ptacek reported that KCLS is shaken as an organization after Denise Siers, Public Services Director, lost her 23-year-old son and only child. It will be a while until Denise will return to work. Denise was heading up the Future Services project and getting ready to manage the transition into Future Staffing. Bruce Adams is now taking on that work and will continue it until Denise is ready to return.

Bill also noted that KCLS is ready to sign a new lease to expand the Lake Forest Park Library. The lease will increase the Library space up to 5,500 square feet.


KCLS is excited to still be in the running for an Institute of Museum and Library Sciences (IMLS) grant for the Evergreen project. The Library System is also interested in applying for federal broadband stimulus funding for networks, laptops and outreach programs.

Bill mentioned that Bruce Schauer has been working with State and international groups on a project to bring a statue of Gandhi to the Bellevue Regional Library. There will be an event in October to celebrate the installation of the statue.

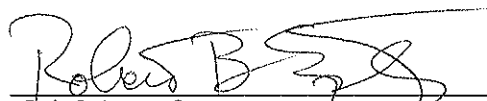
Residents of the North Highline area voted 56% in favor of joining the City of Burien. The annexation will be voted on by the Burien City Council in March 2010. The White Center and Boulevard Park libraries are included in that area. There are still 16,000 residents in a nearby unincorporated area, but Lucy Krakowiak noted that it will be a while before annexation of that area will be addressed.

ADJOURNMENT

Jessica Bonebright adjourned the meeting at 6:51pm.



Jessica Bonebright, President



Rob Spitzer, Secretary