



MOTIONS APPROVED

1. Motion to approve the Board agenda
2. Motion to approve the November 24, 2009 Board meeting 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 the 2010 Board meeting schedule
9. Election of 2010 Officers (President and Secretary)
10. Motion to approve the 2010 General Wage Adjustment
11. Motion to approve the 2010 labor agreements, subject to Union ratification
12. Motion to approve the updated Rules of Conduct for December 2009
13. Motion to approve Lake Hills Library Surplus Resolution 2009-18
14. Motion to approve the revised capital plan budget
15. Motion to approve the 2010 Final Operating Budget
16. Motion to approve staff use of meeting rooms for social gatherings

PRESENT

KCLS BOARD

Jessica Bonebright
Judge Richard Eadie
Lucy Krakowiak
Rob Spitzer
Jim Wigfall

KCLS Staff

Bruce Adams
Randy Barthelman
Julie Brand
Linda Glenicki
Kay Johnson
Holly Koetting
Donna McMillen
Lauren Mikov
Jed Moffitt
Bill Ptacek
Charlene Richards
Bruce Schauer
Greg Smith
Nancy Smith
Susan Veltfort

GUESTS

Rose Clark
Ed Dacy
Liz Giba
Kathy Keene
Will Knedlick
Gilbert Lering
Rachael Levine
Diana Pregelber
Connie Reed
Gordon Shaw
Barbara Spindel
Douglas Sykes
Rebecca Wells

CALL TO ORDER

Jessica Bonebright called the meeting to order at 5:09pm.

APPROVAL OF AGENDA

Bill Ptacek requested that the Board add an action item to the agenda to approve staff use of meeting rooms for holiday celebrations. *Richard Eadie moved approval of the agenda, as amended. Lucy Krakowiak seconded and the motion passed unanimously.*

APPROVAL OF BOARD MINUTES

Rob Spitzer moved approval of the November 24 Board minutes. Lucy Krakowiak seconded and the motion passed unanimously.

FINANCE REPORT

In November, KCLS spent \$6.8 million in the general fund, versus a monthly budget average of \$8 million. Year-to-date, KCLS has spent 82.6% of the budget, which is a little lower than the 84.1% in November 2008. This is partially due to \$1.9 million in budget cuts made partway through the year in 2009.

The following general fund items were called out:

- Professional Services: Of the \$255 thousand spent in November, \$80 thousand was a payment to Deloitte. The firm is developing a tool for analysis of staff utilization to help KCLS ensure that staff is equitably allocated across the libraries.
- Communications: Expenditures of \$1,206 are a net number that includes \$76 thousand received in e-rate reimbursements in November. Year-to-date KCLS has received \$194 thousand in e-rate reimbursements.
- Reserves: The reserve expenditure of \$10,731 was for a shipment of the compostable bags that KCLS provides to patrons for carrying materials. The expenditure is in Reserves because KCLS has already spent the budget allocation for these bags for the year.
- Capital - Furniture/Equipment/Software: Expenditures of \$83 thousand included \$73 thousand for network management hardware.

Rob Spitzer noted that there have been dramatic decreases in the repairs and maintenance budget lines and KCLS is cutting back on expenses in that category. He asked if staff feels that KCLS is neglecting its duty to keep facilities looking the way they do. Greg Smith replied that the primary goal is to keep the facilities in good condition, so KCLS has cut back on activities above and beyond that standard. Rob noted that the Board supports being frugal, but at the same time it is important to keep facilities in top-notch condition. He requested that staff let the Board know if KCLS is not fulfilling that obligation.

KCLS received \$7.6 million in current taxes, bringing current tax revenue to 98.4% of budget. Contracts revenue was \$278 thousand in November, reflecting a payment from the City of Renton for the 2009 cross-use between the two Systems. The remaining \$90 thousand in the contracts budget that is yet to be received is the second half of this year's payment for the Youth Services Center. That payment will likely be seen in the December finance report. Year-to-date, KCLS is at \$86.8 million in revenue, \$1.6 million short of the budgeted \$88.4 million.

KCLS spent just more than \$3 million in the 307 fund in November. The largest expenditure was \$2 million for the Sammamish library project, since the new library will be opening soon. Larger payments were also made on the Federal Way and Kirkland Library projects. There are also some design and architectural fees on the Bellevue, Lake Hills and Newport Way library projects. KCLS has spent \$79.6 million in total in the 307 fund since its inception.

November expenditures in the 302 fund included the Kent remodel, and \$103 thousand for the Mercer Island Library capital lease. This is the final payment on the Mercer Island capital lease, and KCLS is now in the process of documenting that the Library System will now own the Mercer Island Library building. Rob Spitzer asked if KCLS will be able to use the land without fee moving forward. Linda Glenicki replied that KCLS will own the building and the City will own the land, and there are another 50 or so years left on the lease, but she believes that the lease does not have a fee.

PAYMENT OF BILLS

Lucy Krakowiak moved approval of Payroll Expenditures in the amount of \$2,422,823.04; Checks November 1-15 Chk#145962-146094; 213315-214442 and November 16-30 Chk#146095-146228; 214443-215575. Rob Spitzer seconded and the motion passed unanimously.

Rob Spitzer moved approval of General Fund #0010 Expenditures for November 2009 in the amount of \$4,653,617.99; (11/6) Chk #5000283, (11/9) Chk #1013213-1013234, (11/10) Chk #1013235-1013269; 1013270-1013335, (11/12) Chk #1013336-1013386, (11/13) Chk #1013387-1013441; 1013442-1013444, (11/17) Chk #1013445-1013484, (11/19) Chk #5000284-5000300; 1013485-1013556; 5000301-5000304, (11/19) Chk #1013557-1013566; 1013567-1013589, (11/23) Chk #1013590-1013698; 1013699-1013719, (11/24) Chk #1013720-1013725; 1013726-1013764, (11/25) Chk #1013765-1013827, (11/30) Chk #5000305, (12/1) Chk #1013828-1013902, (12/2) Chk #1013903-1013995; 5000306-5000318; 1013996-1014047, (12/3) Chk #1014048-1014055; 5000319-5000322, (12/4) Chk #5000323, (Voids) Chk #1013400; 1013704. Jim Wigfall seconded and the motion passed unanimously.

Jim Wigfall moved approval of Construction Bond Fund '88 #3020 Expenditures for November 2009 in the amount of \$243,300.67; (11/16) Chk #3020024-3020025, (12/1) Chk #3020026-3020027. Richard Eadie seconded and the motion passed unanimously.

Richard Eadie moved approval of Capital Project Fund 2005 #3070 Expenditures for November 2009 in the amount of \$3,079,954.17; (12/10) Nov 10th-Chk #3070293, (12/19) Chk #3070294-3070295, (12/20) Chk #3070296-3070307; 3070308-3070310, (12/24) Chk #3070311-3070322; 3070323-3070324, (12/30) Chk #3070325-3070327; 3070328, (12/2) Chk #3070329; 3070330-3070341, (12/3) Chk #3070342-3070343. Lucy Krakowiak seconded and the motion passed unanimously.

Lucy Krakowiak moved approval of Gift Fund #6010 Expenditures for November 2009 in the amount of \$549.46; (11/12) Chk #6010043, (12/24) Chk #6010044-6010045, (12/30) Chk #6010046-6010047. Rob Spitzer seconded and the motion passed unanimously.

PUBLIC FORUM

Rose Clark, Burien City Councilmember, addressed the Board regarding Puget Sound Park in the annexation area adjacent to the City of Burien. Rose said she wanted to set the table because she was not sure the Trustees have

been through annexations. She explained that the County doesn't want and can't afford to provide urban service in unincorporated areas, such as North Highline. Rose said the County asked that the area be annexed to a City that, because of taxing structure, can better afford to deliver the services people need. She noted that there was a successful vote in fall 2008 to annex half of the North Highline area to the City of Burien. She said the City Council evaluated all of the assets in the area, such as roads and parks and did studies to determine their values and conditions. Rose noted that the Council didn't step into this lightly or quickly, and approached annexation with a very open public process. She added that the Council went into the North Highline community more than 20 times, talking with small groups in retirement homes who couldn't easily come to the City Hall for meetings, and held meetings in churches, schools and other locations. The Council also had meetings within the City of Burien to talk to City residents. Rose mentioned that the goal of the meetings was to ensure that everyone understood what life would be like on both sides of the border after annexation. She said the Council was happy to discover through a survey that 62% of residents approve of the annexation. Rose noted that the Council was confused and chagrined to learn that the County had approached KCLS about purchasing Puget Sound Park, which is in the area that residents voted to annex, two blocks outside the current border. She said that nobody from KCLS came to the City Council to ask if they wanted to sell or reuse the park and the sale was presented as a done deal. Rose mentioned that the City Council heard that the County needed money to balance the budget and keep parks in other areas open. She said the Council also heard that the County had an agreement with KCLS to sell a portion of the Park or all of it so that a Library could be built there and KCLS would close two other community libraries, also within the annexation area. She said that to date, the Council has not seen any documentation of that agreement, but has had verbal communication with the County. Rose noted that Fred Jarrett reported at a City Council meeting that the County Council had approved the sale by putting it in the County budget. She mentioned that the City Council was heartbroken because it values the relationship with KCLS and the City shares a beautiful joint building with the Burien Library. Rose noted that the City Council was shocked that such a deal could be struck with the Library without anyone coming to the City Council or the libraries to explain how the community could be impacted. She said there was no talk about the Park the City might have put a baseball field on having a library instead. Rose encouraged the KCLS Trustees, as appointed officials, to talk to the City Council. She added that the City Council has put off the annexation for a month or two in order to work out this situation. Rose noted that there are legal things that need to happen before Burien can accept new residents, but the City wants to talk to KCLS about the park it always thought would be part of Burien.

Kathy Keene, Burien City Councilmember, said that the City Council has some real concerns. She noted that KCLS is another governing entity like the County, which "backdoored" the City Council during the last administration. Kathy hopes that since the documentation of KCLS' intent to purchase the property has lapsed, the City Council can work with the County so that the Park goes back to the people where it really belongs. She noted that the map posted in the meeting room showing the locations of the libraries in the area is big but not specific or detailed. Kathy mentioned that KCLS is probably going to be talking about consolidation of services in the area, but a lot of the streets have no sidewalks and the distance between places is a lot further than it looks. She encouraged KCLS to go back and talk to the patrons. She said that Boulevard Park and White Center are both underprivileged areas and consolidating them would take away community gathering areas. Kathy said that there is no easy access or public transportation to Puget Sound Park, while patrons can currently walk to the Boulevard Park and White Center libraries. She encouraged KCLS to have a good public process and talk to the people.

Gordon Shaw, Burien City Councilmember, mentioned that Puget Sound Park was originally the 10-acre site of an junior high school that was sold to the Albertson's company for a store and a shopping mall. Gordon said that at the time, Greg Nickels was on the County Council and he and Tim Ceis were instrumental in convincing the School District that some of the property should be used for a park. Gordon added that the area is underserved in terms of parks, and under the national standard of one acre of park for every 1,000 residents. He said that the City of Burien is also under the national standard, but not as badly as North Highline. Gordon noted that the City Council couldn't believe it when they heard that the County was talking about selling the property for low income housing in March or April. He said the Council was able to get past that effort, but then heard that the County was entering into negotiations with the Fire District to sell the property for a new fire station. Gordon noted that just before the County budget was passed, the Council heard that the County was planning on selling Puget Sound Park to KCLS. He said that this kind of eleventh hour dealing by the County gives it a bad name in terms of its relationship with local cities. Gordon also mentioned that it seems that there has been such a rush to pull this sale together, and nobody at the County seems to be able to provide him with answers to his questions about the particulars of the deal. He asked what the configuration of the property would be, with the library on 1st Street or on the back of the lot, since KCLS wouldn't use all five acres. Gordon also asked if anyone has thought through how this will happen and considered issues such as lot line adjustments and segregation of the two pieces of the property. He noted that it seems like a lot of issues have been sidestepped to get to a deal

between the County Executive's office and the Library System. Gordon suggested that KCLS could end up with five acres of land to take care of.

Bill Ptacek said that when Kurt Triplett contacted KCLS, the staff was led to believe that there had been communication between the City and the County, and KCLS' involvement was predicated on that belief. He noted that the County Executive had talked with KCLS about the potential of acquiring a park months before, when the County announced that it couldn't afford to maintain its parks. The County was looking for organizations that could purchase or acquire parks that could use part of the property and retain the rest as a park. Bill mentioned that the County had talked to the City of Burien about taking over Puget Sound Park, but the City needed money to do so. The Interim County Executive told KCLS that if the Library System was able to purchase the property, the County would have the money to help the City of Burien take over the Park. That arrangement was always part of the Letter of Intent between KCLS and the County. KCLS has heard since then that the Burien City Manager feels strongly that the property will be part of the City of Burien, and has an issue about whether the County should be part of the discussion or not. Bill said that the County has asked KCLS to stand back and let County staff work with the City of Burien. He noted that the reason that there has not been a lot of planning is that the option to purchase the property came up suddenly. Bill stressed that the Library System had no intention of going forward without an extensive public process to identify the community's needs. Puget Sound Park has a lot of positive attributes and seemed like a good alternative library site to have available. KCLS recognized that there was a conflict, and the Letter of Intent has now expired. One other factor that has influenced KCLS' thinking about this issue is the location of the White Center Library. The current Library is in an annexation area that could go to either Burien or Seattle, so Bill mentioned that it wouldn't be prudent for KCLS to build a new Library on that site if it could be annexed to Seattle. The Puget Sound Park location, on the other hand, could work in concert with the Greenbridge and Burien libraries, and KCLS could start work on it sooner, rather than waiting to see if the White Center area was annexed. KCLS assumed that there was communication between the County and the City, and when it became apparent that there wasn't, KCLS agreed with the new administration to sit back and let the City and the County talk. Bill said that a lot of details still need to be worked out.

Rose Clark said that the City Council looked at the maps, and the White Center Library is south of the annexation line and the area will be in the City of Burien, not Seattle. She mentioned that the County voted on the budget, which included the Park sale, before the City Council learned about it, and did not ask if the City needed funding to maintain parks in the annexation area. Rose said that the outgoing administration was less than candid about what was going on, and the City Council wasn't included in the conversation, whether it was about low income housing, the Fire District or the Library taking control of the park. She said that the City Council only heard about it after the November 24 Letter of Intent was written, and the letter has not been given to the City Council.

Kathy Keene clarified the timeline of events and dates around Puget Sound Park. She said she would love to see a copy of the Letter of Intent and thinks that the City Council deserves to see a copy. Kathy made a formal request for a copy of the letter, since it is public record. Rose noted that in meeting with the community about annexation, the City Council told them that the City would be maintaining parks, and Puget Sound Park was included in all of the planning.

Rebecca Wells, a resident of White Center and KCLS user, said that to take away the White Center Library and move it to Puget Sound Park would create a prohibitive distance to travel for White Center residents. She noted that White Center is an underserved community, and a lot of low income residents rely on the Library as a place to go after school to do homework, and a warm, safe place to go to stay out of trouble. Rebecca said she knows the staff don't like to be babysitters, but the Library is a better alternative, so the community wants to do everything possible to keep libraries in the community and not reduce the number of libraries.

Gilbert Lering said he is a citizen of White Center, has lived there for more than two years and loves the area. He has supported library bonds wherever he has lived. Gilbert noted that his father was a teacher, so he read a lot and always supported all of the libraries in the communities he has lived. Gilbert is also the Co-Chair of the Friends of Northshore Park, which is west of downtown White Center. He would like to see the Library stay in White Center and would not like to see Puget Sound Park sold to gain money for the short term. Gilbert noted that he was told that the funds from the sale would cover one year of parks operation in the County. He is afraid that if King County sells one part of a park or a whole park, it will set a precedent for the future. He feels the community doesn't have enough parks as it is. Gilbert said that if KCLS wants to continue with this process, he'd like to see a meeting in the Burien and White Center area, since it's difficult to get to Issaquah. He noted that most people work, so getting to Issaquah at five on a weekday is virtually impossible for most people who don't

want to see the libraries consolidate. Gilbert added that Boulevard Park is a long way away from White Center and most of the area doesn't have sidewalks, so it's dangerous for children to walk to and from schools.

Ed Dacy, Burien resident and Burien Parks Board member, said that in November, Burien staff told the Parks Board that Burien would take over maintenance of area parks on January 1, pending negotiations with the County, which doesn't match what KCLS was told. Ed noted that there are five parks owned by the County in the annexation area, two with children's play sections, one of which is Puget Sound Park. He added that Puget Sound Park is also the only park in the area that has a walking path, had a basketball hoop before the County took it down and has a water meter that could be used to irrigate the park and bring it up to the standard of Burien parks. Ed said that Puget Sound Park is the jewel of the parks in the annexation area and it would be a disservice to the community for it to be removed or changed from the current five-acre configuration. He mentioned that on a map things look close, but if you are dependent on the bus system, to get to Puget Sound Park from White Center or Boulevard Park, you have to transfer at the Transit Center in Burien next to the Burien Library. Ed added that people who don't drive or school children would have to go within a kilometer of the Burien Library to get to the new location. He said that both White Center and Boulevard Park are very diverse communities and the libraries are gathering spots for ethnic immigrant groups. Ed noted that there are two public spaces in these communities other than schools: the liquor store and the library. He said that because of their religious beliefs, some immigrant groups won't go to the liquor store, so their one gathering space is the library, which brings them into the mainstream of life with its diverse collection. Ed said that to consolidate these two libraries would be a disservice, and locating the consolidated library at the park that is the crown jewel in the annexation area would be wrong. He noted that it would be beneficial if KCLS backed away from this sale.

Douglas Sykes said he lives close to the Burien Library, so the proposed sale wouldn't impact him directly, but he has seen the process going on. He noted that the Parks Department is good at taking local input, listening to people in the communities and coming up with plans to do things that are not in the normal mode of parks operation. Douglas suggested that if KCLS thinks that a new library is needed in North Highline, staff should talk to the Parks Department and the people of Burien. He noted that KCLS may find that the people would actually support it if it is done in the right way.

Rachael Levine said that the turnout to the meeting should make everyone's hearts warm with all the concern shown about libraries. She noted that as soon as she heard the news that White Center was indeed part of the annexation area, she wrote a letter to the Burien City Council saying that along with the fine new Burien Library, the annexation meant the continuation of White Center as part of KCLS. Rachael is the current Chair of the White Center Library Guild, which maintains its name as the Guild rather than the Friends in honor of the founders of the White Center Library. She mentioned that the White Center Library was founded in 1943 in someone's basement with some borrowed books and it became part of KCLS in 1946. Rachael said that the Guild was anxious about annexation because they didn't want to be part of any Library System but KCLS. The Guild also looked forward to annexation to Burien in order to build the new library that was promised in the 2004 library replacement bond. She added that although it wasn't exactly spelled out, residents were led to believe that they were going to get a new, updated library in the current location. The summer before the election, the Guild members went out on the streets and talked to residents about why they needed a library in their community. Rachael noted that the current arrangement is perhaps not the most efficient or economically feasible way to have small community libraries, but a community library is part of the people infrastructure of a community, a place where people congregate and come to get information. She said that there are statistics about increased use due to the financial difficulty that people are having. Rachael mentioned that the Library is now overcrowded, serves a diverse community and has a number of programs for children and young people. She also noted that the White Center Guild founded the Books for Babies program that is now a System-wide program. The Guild is proud of that program and the fact that they have been supporters of KCLS since 1946, so it shocked them to hear about the proposed consolidated library. Rachael agreed that a library in Puget Sound Park wouldn't be accessible to many people who use the White Center Library. She noted that in September, about 10,000 people visited the White Center Library. Rachael said that the Guild feels that a new library needs to be built in the current location, even though there will be difficulties in planning for that space. The Guild will continue to support KCLS, and Rachael has signed on as one of the pro Proposition 1 people to restore the KCLS property tax levy rate to \$0.50 per \$1,000 of assessed value. She said that no matter what happens, the community needs its libraries and the Guild will continue to support efforts to bring these services to White Center and Boulevard Park. Rachael noted that the community libraries are needed for the people there and until the community becomes so organized it can get on a fast track, it needs libraries within walking, bike and bus distance. She thanked the Board for their work on behalf of libraries and residents and said that the community needs to be part of the conversation.

Liz Giba, a 25-year resident of White Center, said that the area has had a lot of struggles and this is the latest. She noted that King County has not been that great in terms of its representation of the White Center neighborhood, and this is the latest example. Liz mentioned that the community is underserved, with a lot of poverty and struggling people on many levels. She said that many young people walk to the library from schools. Liz noted that 2,500 people live in downtown White Center, and there are a few hundred more housing units in Coronado Springs and Arbor Heights. She said a lot of people are suffering and can't afford to take a bus. Liz stressed that consolidating the White Center and Boulevard Park libraries would put a lot of her neighbors at risk, including children walking on streets without sidewalks who are trying to do the right thing and stay educated so that they can move up and move on. She said that consolidating these two libraries at Puget Sound Park would take away two important assets from two of the main communities in the North Highline area, and take away a park as well. Liz added that this would mean three assets being removed from the community and not taking care of the neighborhood. She said King County made a huge mistake and she hopes KCLS can help them see the light and stop it. Liz noted that if it is a question of distance between these locations, she would be happy to take the Trustees on a walking tour. When Liz heard about the proposed sale, she called the person dealing with communication about annexation at King County asked if they were looking to sell the Park and was told that the Park can't be sold, so the County is looking for a partner and will use the proceeds to take care of other parks in the County. Liz said she asked who the County was looking at for partners, and was told that it was not public information and basically told to go away. She noted that there was not an attempt to tell the community what's going on. Liz hopes KCLS does the right thing and stays true to the promise of a new Library in White Center. She said the hope of that is why she votes and still pays her taxes. Liz also hopes that KCLS cares and will do the right thing for the community next time.

Will Knedlick mentioned that if KCLS held meetings closer to population centers, it would be easier for people to come. He said that in light of excellent testimony about serious financial problems, he is here to urge the board not to ask for a tax increase this year when nearly 10% of taxpayers are unemployed and another 10% are unemployed or underemployed. Will said it would be insensitive if not irresponsible to ask about increasing taxes in a near depression. Will suggested that if KCLS has not done everything to control its cost, then it is malfeasant or misfeasant in tax and law to spend funds to advertise for additional patrons and using dedicated tax dollars to expand library services into recreational district functions. He said the review of this sometimes wasteful agency's records, which he will do if he has the opportunity to oppose the measure in the voters' pamphlet, follows the agency's misuses of funds as found by the Public Disclosure Commission. Will added that if the Board does not do the decent and responsible thing and not ask for a tax increase and insist on an attempt to tax grab in the worst economic conditions since the Great Depression, then he requests the opportunity to again oppose tax increases in the voters' pamphlet. He said that he would like to do this before KCLS misuses public forms, forces the Public Disclosure Commission to determine that it was irresponsible and continues to misuse taxes and turn libraries into recreation centers.

Lucy Krakowiak noted that as both a Burien City Councilmember and a KCLS Trustee, she wears the Burien hat first, and on any KCLS matters that involve Burien, she recuses herself from any motions.

Rob Spitzer noted that he appreciates everyone taking the time to come and speak with the Board. He said as a Library System, KCLS is neighbors and partners with the City of Burien, especially with the beautiful new Library and City Hall building. Rob noted that neighbors talk and listen to one another and work together to reach common goals whenever possible, and that is the spirit with which KCLS will move forward on this issue.

Richard Eadie mentioned that every year, the Board goes to libraries in various parts of the County for Board meetings to learn more about the communities. He said that the 2010 meeting schedule includes meetings at the Boulevard Park and White Center libraries. He noted that this is not in response to the North Highline issue, but was planned earlier as part of the regular rotation.

DATES FOR 2010 BOARD MEETINGS

The four meetings that are held outside of the Service Center each year are organized around community studies. In addition to Boulevard Park and White Center, KCLS is recommending community studies for Skyway and Fairwood. These communities may also be affected by the upcoming Renton annexation vote.

Richard Eadie moved approval of the 2010 Board meeting schedule. Lucy Krakowiak seconded and the motion passed unanimously.

ELECTION OF OFFICERS FOR 2010

Richard Eadie nominated Rob Spitzer for Board President in 2010. Lucy Krakowiak seconded and the nomination passed unanimously. Rob Spitzer nominated Richard Eadie for Board Secretary in 2010. Jim Wigfall seconded and the nomination passed unanimously.

2010 SALARY SCHEDULE

Charlene Richards said that each year when considering KCLS' wage adjustment, staff reviews background information on the economy, KCLS' financial situation and what is happening in other jurisdictions, Washington State, and comparable Library Systems throughout the country. Comparable Library Systems outside of Washington are using increases of 0-3%, Library Systems in Washington 0-2% and local government agencies in the service area 0-0.97%. Some wage increases are being tied to the consumer price index, which in October 2009 was 0.2-0.3%.

Considering this information and KCLS' financial situation in light of Initiative 747 and the upcoming lid lift measure, staff ask that the Board approve a 0% general wage adjustment for 2010, with the provision that supervisory bargaining unit 1857-S has one year left on a three-year contract and thus has a 1% minimum increase.

Richard Eadie moved approval of a 0.0% wage adjustment with the understanding that members of 1857-S have a 1% increase. Lucy Krakowiak seconded and the motion passed unanimously.

LABOR AGREEMENTS

Charlene Richards thanked the participants in the labor negotiations for three contracts this year: a new agreement for KCLS Pages and successor agreements for the main unit of Local 1857 and Local 1652-LM. Charlene thanked Bill Keenan, Diana Prenguber, Susan Veltfort, Ben Russell, Rosalie Olds, Carrie Rolph, Blanche Cossette, Cindy Sloat, Susan Allen, Karen Russel, Benjamin Resler, Henry Farber, Stela Rajic, Laura Boyes, Carla Hopkins, Karen Daniel, Holly Koelling, Greg Smith, Jim Worsdale, David Donaldson, Keith Browning and Jay Upshur. Jessica Bonebright and Rob Spitzer noted that the Board appreciates everyone's cooperation during these negotiations.

Rob Spitzer moved to authorize the Director, subject to Union ratification, to sign the Agreements between the King County Library System and the Washington State Council of County and City Employees, American Federation of State, County and Municipal Employees, AFL-CIO, Local#1857 Page unit, Local#1857 main unit and Local#1652-LM effective upon signing by both parties and continuing through December 31, 2012. Lucy Krakowiak seconded and the motion passed unanimously.

Richard Eadie thanked KCLS employees for taking a 0% wage increase, which is appropriate at this time. He noted that the Board appreciates staff's understanding that under the current circumstances, KCLS has a responsibility to hold back on raises until more people are employed again.

RULES OF CONDUCT UPDATE

Bill Ptacek mentioned that this update is part of the response to the most recent staff survey to make sure KCLS' policies and procedures are aligned. Staff had the opportunity to review the Rules of Conduct and recommend changes. This update must be approved by the Board because it dictates how staff in the libraries manages patron behavior.

Jennifer Wiseman noted that the update to the Rules of Conduct is part of an ongoing effort to ensure that KCLS' policies, procedures and guidelines are clear and consistent. KCLS asked staff to identify areas that were frustrating or unclear in the current policies, procedures and guidelines. Staff feedback revealed concerns about unclear elements of the Rules of Conduct and some situations that were not covered at all. The Public Services Team wants to ensure that the Rules are transparent, can be consistently applied and create a library environment that is safe, secure, and comfortable for all users. The Team reviewed existing KCLS documentation for elements related to patron behavior in libraries and incorporated them into a single policy document. The Team also sampled rules of conduct from comparable Library Systems.

The only element removed from the existing Rules of Conduct was a statement referring to intended conduct, because staff has a hard time defining intent. The Team took all remaining prohibited activities and grouped them with like items. Many of the sections were expanded to include examples. The first section deals with actions prohibited by law and KCLS policy, which includes a few new items: viewing and printing illegal materials

and theft of library materials. The second section deals with activities interfering with others' use or enjoyment of the Library. A few items were added to this section as well, including abusive or threatening language, loud talking and boisterous behavior, and removing footwear or clothing. Jennifer noted that KCLS specified all types of footwear and clothing, including pants, while most other Library Systems just specify shoes and shirts. The biggest proposed change is moving from prohibiting talking on cell phones or other devices to using these devices in a manner that disrupts others. There have been significant changes in technology in the three years since the Rules of Conduct were last updated, and there are many legitimate uses for cell phones. Patrons often need to be able to use their phones in doing research at computers or applying for library cards or dealing with account information at service desks. KCLS also offers services that encourage cell phone use, such as text and email notices. The revised language is more consistent with other rules, such as that talking in the libraries isn't prohibited, just talking in a way that disrupts others. The staff has also found that the current cell phone policy is hard to enforce because use of these devices is so prevalent. Enforcement of the policy has also been seen as harsh or unreasonable, and KCLS wants to support a contemporary, technology-enhanced environment.

The third section concerns the proper use of the facility and includes a new item prohibiting locating signs, posters, bills or other advertisements on public property, which is a County Code issue. There is also an overall statement supporting KCLS' right to enforce the Rules of Conduct. The revised policy was created by the Public Services Manual Analysis Committee and reviewed by Bill Ptacek, the Cluster Managers, KCLS' attorney and the Security Task Force.

Richard Eadie noted that adopting such a policy may not change the reality of enforcement, but highlights the necessity of doing so. He asked if there are plans for training to help staff involve themselves in a difficult situation they might see. Jennifer replied that the Committee is working on guidelines to accompany the Rules of Conduct to help staff interpret them, and the Security Task Force is developing training for people who may be in charge of the libraries at any given time to deal with these issues. Charlene Richards added that staff is also given "Prepare" training for difficult situations, and KCLS requires all staff to go through online harassment training. Bill Ptacek noted that if staff encounters a situation of this nature, they involve the appropriate authorities almost immediately and take the lead from them. He said, however, that KCLS often needs to prompt staff to contact authorities more readily.

Lucy Krakowiak asked what steps will be taken to educate patrons of these changes. Jennifer replied that the Public Services Team will work with Bill Ptacek and Julie Brand to roll out the new Rules of Conduct in libraries using posters, brochures and signs.

Rob Spitzer asked if unsupervised children and teens in the libraries is currently a big issue. Jennifer noted that KCLS has a separate policy that relates to parental responsibility, but the Rules of Conduct didn't previously have an age designation. KCLS worked with its attorney to determine the minimum age at which children can be unsupervised in the libraries. In general, children must be 10 to be left home alone and 12 to supervise other children and be left in a parked and running vehicle. KCLS requires staff to stay with children that are 12 and under if they are left in the libraries after closing time. Staff has provided anecdotal information that supports the need for this requirement.

Rob also mentioned that censorship is always an issue, and nobody wants to censor free exploration of ideas, but he asked what type of monitoring there is in terms of viewing or printing illegal materials. Jennifer replied that 99% of the enforcement of this policy comes from patrons reporting another patron viewing something objectionable. There are privacy screens on most public computers that mitigate accidental viewing. Bill Ptacek added that enforcement depends on the definition of what's legal or not, but the bright line is child pornography. If adults are doing something that offends other people but is not necessarily illegal, staff can offer them privacy screens or ask them to move to a different area.

Lucy Krakowiak moved approval of the updated Rules of Conduct for December 2009. Rob Spitzer seconded and the motion passed unanimously.

LAKE HILLS LIBRARY SURPLUS RESOLUTION 2009-18

Greg Smith presented the resolution to declare the existing Lake Hills Library as surplus. KCLS has entered into a 30-year lease agreement for a new Library on the corner of 156th and Lake Hills Boulevard. Construction started in January and KCLS hopes to open the new Library in summer 2010. With the new Library opening, KCLS has no further use for the existing building. KCLS received three appraisals of the old property for an average of \$1.8 million.

Rob Spitzer asked if the property can be further developed because of the surrounding wetlands. Greg Smith noted that additions and expansions were probably not an option, according to the appraisals, which was one of the reasons KCLS opted to vacate the property. Rob also asked if sale of the property is mandatory or other approaches are possible. Bill Ptacek replied that KCLS will try to sell it first and if that is not an option, will lease the property. Greg Smith noted that several parties have expressed interest in leasing the facility, if KCLS does decide to lease it. He added that KCLS would likely not entertain a sale until spring 2010 and negotiations of a sale are contingent upon KCLS vacating the space.

Richard Eadie moved approval of Lake Hills Library Surplus Resolution 2009-18. Rob Spitzer seconded and the motion passed unanimously.

CAPITAL PLAN BUDGET

Linda Glenicki presented an updated version of the capital plan budget, or "purple sheet", which is presented when the Board is asked to approve a change in budget for one or more projects. The current budget revision is for the Lake Hills Library. The original budget for the Lake Hills project was \$4 million, but because of the favorable construction climate, the bids came in lower than expected and the budget can be reduced by \$777 thousand. ***Rob Spitzer moved approval of the revised capital plan budget. Richard Eadie seconded and the motion passed unanimously.***

ADOPTION OF 2010 FINAL BUDGET - RESOLUTION 2009-19

The final budget is very similar to the preliminary budget, with no significant changes. The preliminary budget contains estimated expenditures in several areas, and the final figures in those areas were not materially different from the original estimates. Linda Glenicki noted that the budget resolution contains the standard approval language, attachment tables for the 2010 general fund expenditures and revenue, and the 2010 budgets for the 307 and 302 funds. The 307 fund budget contains entries for projects KCLS hopes to work on in 2010 for a total of \$50 million in expenditures. KCLS has the funds to do this due to the recent \$71 million bond sale. The 302 fund budget contains \$1.8 million of expenditures to finish the Kent Library remodel and to pay off the full amount of the loan from the City of Sammamish related to the purchase of the land for the new Sammamish Library.

Richard Eadie moved approval of Resolution 2009-18, adoption of the 2010 Final Operating Budget. Jim Wigfall seconded and the motion was discussed. Rob Spitzer asked Linda Glenicki to point out the three areas of greatest difference between the 2009 and 2010 budgets. Linda replied that the first difference is the \$1.9 million in cuts made in mid-2009. She said another difference is that KCLS made \$1.4 million operating transfers from the general fund to the 302 fund in both 2008 and 2009, and will not be doing so in 2010. The third difference is that the budget for intergovernmental services is being increased from \$62 thousand in 2009 to \$1.32 million in 2010 due to the estimated \$1 million cost of the lid lift election. Linda confirmed Rob's statement that if there was a flat budget in 2011, that expense would not be included. She also noted that the beginning fund balance for the 2009 budget was \$20.8 million, and it is \$17 million for 2010, because KCLS is continuing to reduce the fund balance. ***After discussion, the motion passed unanimously.***

STAFF USE OF MEETING ROOMS

Bill Ptacek noted that at a recent meeting, the Administrative Planning Team discussed the issue of whether or not KCLS staff could use meeting rooms for holiday parties. In the past, KCLS meeting rooms were available to the public after hours, but this is no longer the case. KCLS follows the rule that staff can't have access to resources that the public would not, but it didn't seem right to say that staff couldn't use the meeting rooms for social functions after the close of business, since so much general good comes from these activities. Bill added that there is a provision in the meeting room policy that allows for the Board to make exception to the policy, so staff would like to ask for general exception for after hours use of libraries and meeting rooms by staff for social gatherings.

Richard Eadie noted that this is close enough to appropriate business use of public property. He said that KCLS has an obligation not to make a gift of public assets for private purposes, but staff parties reflect a genuine staff development purpose, as long as they are limited to employees. ***Richard Eadie moved approval of the request to make a special and ongoing exception for after hours use of meeting rooms by all staff for gatherings that will be limited to those including staff for the common purpose of celebration as a working group. Lucy Krakowiak seconded and the motion was discussed.***

Rob Spitzer noted that "all staff" presumably means all staff within a particular working group, not the entire KCLS staff. Bill Ptacek replied that the "working group" language can be added as a clarification. *After discussion, the motion passed unanimously.*

DIRECTOR'S REPORT

Bill Ptacek mentioned that KCLS is in the process of considering a transition of services in Tukwila. As reported to the Board on an ongoing basis, the level of use of the Tukwila Library continues to be low and staff has reported that they don't have enough to do. KCLS has pursued the idea of alternative services in Tukwila through the City, Advisory Board and School District, and found a number of activities that staff could undertake, such as preschool, early learning, ESL, and other community outreach through the local community center. KCLS is targeting March 1 as the date for this transition. Notice of the transition has been given to the City, and KCLS has been invited to the January 11 Tukwila City Council meeting. The Tukwila Library Advisory Board has also communicated its intention to support this transition, and followed up with a letter to the Mayor and the City. KCLS will also begin providing holds pickup at the Library Connection @ Southcenter and possibly increasing hours of operation at the Foster Library.

Richard Eadie asked if there is any estimate of how many holds can be expected at Southcenter. Bill replied that there is no way to know, since this is a new service. He added that holds pickup is high at the Library Connection @ Crossroads because it is often hard to find parking at the Bellevue Library and the Lake Hills Library is not convenient for patrons who live in the Crossroads area. Bill said that Southcenter is more of a regional shopping center visited by people from all over the area, so it may be easier for most people who shop there to pick up holds at their neighborhood library. He noted that the primary beneficiary will likely be Tukwila residents. Nancy Smith added that requests for this service have come not from shoppers, but employees of the mall who visit the library.

Bill thanked the Trustees in attendance at the Kirkland Library reopening, which was attended by over 350 people. He also mentioned that KCLS' "Read Dating" program was attended by 70 people, and staff is pleased with the turnout. Bill presented the Trustees with the list of the best books of 2009 put together by KCLS' Collection Management Services department.

Bill mentioned that at the December 16 Bellevue City Council meeting, the City of Bellevue presented him with a proclamation commending KCLS for its work to locate the statue of Gandhi at the Bellevue Library. The City is pleased and positive about its relationship with KCLS. Bill noted that Bruce Schauer is the hero of this effort, and the statue is important and symbolic for the Indian community.

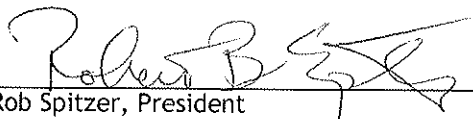
On behalf of the staff, Bill wished the Trustees happy holidays. He noted that the Trustees, as volunteers, are part of the larger group of volunteers that make the Library System so great.

Jessica Bonebright noted that KCLS recently held its annual service awards reception, and the final honoree was Bill Ptacek, for 20 years of service.

Bill also invited the Trustees to the January 9 opening of the new Sammamish Library.

ADJOURNMENT

Jessica Bonebright adjourned the meeting at 7:08pm.



Rob Spitzer, President



Richard Eadie, Secretary