

Minutes Bellevue Library Board July 12, Lake Hills Library

Board Present: Andrew Peabody, Doris Burrell, Alice Tow, Dolores Robertson, Chiho Lai, Robin Rothschild **Library Staff :** Chapple Langemack, Wendy Pender **Guest:** Danielle Perry, KCLS Safety and Security Officer

Andrew called the meeting to order at 4:00 pm

The minutes of the previous meeting were approved.

We welcomed new member Alice Tow and introduced ourselves around the table. Wendy reported some archival materials were discovered in the attic of the Lake Hills Library. She would like us to find a way to use them.

Guest Presentation Danielle spoke about the role of Bellevue Libraries in four different emergency situations; (little knowing how soon we would see them become cooling centers). All libraries have emergency kits with the contents reflecting the size and location of each library. Patrons should be asked at least twice to follow emergency procedures; they may or may not co-operate. Dolores commented that children know what to do in an earthquake but adults don't. There was some discussion about the adequacy of emergency food and water supplies.

Danielle also told us about the KCLS action plan for emergency procedures. The review portion is designed to make sure emergency supplies are in place and that staff know the practices and procedures for emergencies. Managers are expected to know when and how to use emergency forms.

Surprise drills are done at all libraries and are used to give constructive feedback. There is a system wide audit of supplies to replace items that are missing or expired. Some libraries have defibrillators with staff trained to use them. These go to the largest libraries and the ones farthest from emergency responders. Alice asked if emergency warnings are given in any language besides English. They aren't, but in many buildings the automatic alarm is too loud for audible instructions anyway.

Cluster Manager's Report: Chapple reported plans for 100 new parking stalls for the Bellevue Regional Library are under consideration. Bill and Kay will join us at our next meeting in September to talk about parking. Renton is close to annexation; there may be a ballot in 2010. The city of Renton is conducting a library survey.

KCLS has been using 60,000 green bags a month. The effort to go green is a little too popular! The summer reading program had 20,000 kids sign up. The report on finishers wasn't yet available. Several new Bellevue cluster employees will have a van tour around the system.

In 2011 KCLS expenses will exceed income unless the system is able to lift the 1% restriction with a successful election. Without this KCLS will have to make cuts to some of its services. The Director recommends a measure to lift the limit be put before the voters in February 2010. This is also when a number of school levies will be on the ballot. The KCLS Board will make the decision at their July Board meeting. Wendy Pender has been accepted into the Leadership Eastside Program.

Lake Hills/Crossroads Report: Wendy told us many KCLS staff members were involved in decisions on how to use the space inside the new Lake Hills Library. The new library won't be much larger than the current one is, but it will have a high ceiling and lots of natural light. There will be tutoring space and the meeting room will be more accessible and more integrated with the rest of the building. Last but not least, there will be lots of parking and lots of places to sit and read or use computers. It is not known what will happen to the current building. It will be sold at some point. The shell of the new building will be done about next February and the new library will open in about a year. There is new carpeting in the children's area at Crossroads that eliminates the drum effect. A study zone is coming to Lake Hills; there will be staff homework assistance on Monday and Wednesday afternoons. Staff is working to bring computer classes to Lake Hills. The outreach representative will bring out lap tops for classes, and will ask what classes people want. The Tech Lab is offering classes at Crossroads. KCLS is negotiating with the shopping center about a place to park the Tech Lab van.

Chapple showed us the art kit that's the finisher prize for this year's summer reading program.

BFOL Report Dolores reported on the Friends Buck A Bag sale to be held at the Bellevue Regional Library from 10-2 on August 15th.

President's Report: Andrew reported on the Library Forum that he attended in Burien. The new Burien Library is a bright open building in a mixed use development. A lot of the program was focused on the financial picture. 96.5% of the library revenue is from property taxes. Fines and fees only bring in 1.5%. The current levy rate of .36 is the lowest it's been in ten years. The statutory limit is .50. The KCLS budget for 2009 is 98.3 million dollars. The forecast is the library will run out of general fund money in 2012 if things stay as they are.

New Business: The Board won't meet at Crossroads this year. We will meet there next year with an appropriate topic such as ESL.

The meeting was adjourned at 5:15.