

**City of Bellevue
Library Advisory Board**

Monthly Meeting Minutes
November 13, 2019

Opening

The regular monthly meeting of the City of Bellevue Library Advisory Board was called to order at 5:00 PM on November 13, 2019, in the meeting room 1E-113 of Bellevue City Hall, by Kim Anderson, President.

Meeting Attendance

Board Members Present: Kim Anderson, Barbara Spindel, Chad Davis, Ankit Saraf, Jillian Selem, Stefan Sharkansky,

Board Members Absent: Gunjan Murarka

KCLS Representatives: John Sheller, Government Relations Manager

Newport Way Library Association: Barbara Spindel

Guests: None

Introductions

Meeting started with a quick round of introductions.

Approval of Minutes

Minutes for the October 2019 meeting were approved, as modified. They will be posted on the LAB OneDrive and filed with the Deputy City Clerk.

Public Comment Period

No members of the public were present for the meeting.

Reports

Report #1: Newport Way Library Association report

- Newport Way Library association will be having a book sale on Nov 15th & Nov 16th.
- Newport Way Library will be celebrating 50th Anniversary on Aug 9th, 2020 from 3 to 5 PM. The original dedication took place 50 years ago on Aug 9th as well.

Regular Business

Agenda Item #1: Internal Communications and Indemnification

- All present board members have completed their Bellevue Open Public Meetings Act training.
- Kim is following up with Jennifer Robertson to resolve the question of Library Board members getting city e-mail addresses to make it easier to comply with Public Records Act. Current

guidance is to follow best practices in member's personal e-mail for all Library Board communication.

- Kim is also following up on the issue of indemnification of Library Board with Jennifer Robertson.
- Bellevue City already gets the final copies of all documents generated by the Library Board. The in-process documents are currently stored on the Board OneDrive account and are shared with people whenever requested. This is also pending on guidance from City.
- Library Board discussed and agreed that it will continue to keep majority of discussions open for all regular participants. Whenever the board needs to deliberate on or vote on a decision, it will communicate as such to other participants and the discussions will be limited to board members for that topic.

Agenda Item #2: KCLS Budget

- Stefan and Barbara provided summary of their experience in attending KCLS Board of Trustees Finance Committee meeting and KCLS public hearing forums.
- The Board also discussed various aspects of KCLS preliminary budget.

Agenda Item #3: Report to Bellevue City Council

- The presentation to Bellevue City Council is planned for February 2020. Library Board doesn't meet in December, and January meeting will be the last opportunity to review the deck before the actual presentation.
- Board discussed various topics from KCLS 2018 report and topics presented to the Board during the year to decide the final topics for presentation.
- John shared details that community input via surveys and listening sessions has resulted in KCLS increasing focus on programming. The Board decided to use this as the theme for the presentation, and John will help get this data for Bellevue city.
- Board tasked Kim and Ankit to work on the presentation for review in the January meeting.

New Business

On Jillian's query, Barbara and John provided historical context on why Newport Way Library is currently in a different KCLS region from the other Bellevue libraries.

Adjournment

Meeting was adjourned at 6:35 PM by Kim Anderson, President.

Upcoming Meeting

The next general meeting will be at 5:00 PM on January 21, 2020, at the Lake Hills Library.

Meeting Agenda: Will be distributed by Kim Anderson, President, prior to the next meeting.

Minutes Submitted By: Ankit Saraf, Co-secretary