

City of Bellevue Library Advisory Board

Monthly Meeting Minutes April 21, 2023

OPENING

The regular monthly meeting of the Library Advisory Board (the "Board") was called to order at 5:07 p.m. on April 18, 2023 by Jim Rusk, Board President. The meeting was held in person at the Bellevue Library with an option for hybrid attendance via Zoom.

MEETING ATTENDANCE

Board Members Present: Kim Anderson (remote), Chad Davis, Sam Fetchero, Gunjan Murarka (remote), Kat Pipkin, Sarah Rock, and Jim Rusk.

Board Members Absent: none

KCLS Representatives: Kirsten Corning

Friends of the Bellevue Library: Susan Peterson

Newport Way Library Association: Kim Anderson

Guests: none

APPROVAL OF MINUTES

The meeting held on February 21, 2023 was only attended by three members and did not meet quorum requirements, therefore the meeting minutes for March 21, 2023 need to be corrected and re-presented for approval at the next meeting. The meeting minutes from September 20, 2022 will also be re-presented for approval at the next meeting.

APPEARANCES AND PUBLIC COMMENT PERIOD

There were no public comments.

REGULAR BUSINESS

Agenda Item #1: City Council Appointment to the Library Advisory Board

Kat Pipkin and Sam Fetchero were appointed by the City Council on March 27, 2023 to the Bellevue Library Advisory Board (BLAB). Sam's term will end May 31, 2025 and Kat's term will end May 31, 2027. Kat and Sam each shared a brief introduction followed by introductions of everyone else present at the meeting.

Agenda Item #2: Rotation Schedule for Libraries

The Newport Way Library and Lake Hills Library recently received OWLs to support hybrid meetings at those locations. Before the pandemic, BLAB rotated holding meetings at each of the three libraries. Kirsten noted that the Newport Way Library is very busy in July and August and cannot host BLAB meeting during those months. BLAB President Rusk will work with Kirsten to schedule meetings at the three locations for the remainder of the year. Meeting dates for the remainder of the year are: May 16, June 20, July 18, Sept 19, Oct 17, and Nov 21. There are no meetings in August & December.

Agenda Item #3: Nominations for Officers

Per Bellevue Library Advisory Board Bylaws, nominations for officers shall be offered at the April meeting and elections shall occur during the May meeting. Officers serve for one year starting June 1 and ending May 31 of the following year. Board members discussed the responsibilities of each roll.

Sarah Rock was nominated for the office of Secretary.
Gunjan Muraka was nominated for the office of Vice President.
Jim Rusk was nominated for the office of President.

Officer elections will be held at the May board meeting.

REPORTS

Report #1 – Bellevue Friends of Library

Susan Peterson gave an update that the shop is doing well though donations are slightly down. Some new volunteers recently joined, and they are looking to expand shop hours. Lake Hills is doing well with a sale cart on Sundays featuring puzzles and games. Other topics doing well include cooking, gardening, and children’s books.

Sam asked when donations are accepted. Currently donations are only accepted when the shop is open and are discouraged at all other times. If someone drops a book in the book return slot, staff must research it, mark it and hold it for several days before turning it over to the Friends group. Susan explained that all donations are sorted and evaluated. Any donations not sellable in the shop are scanned and when eligible are resold by Thrift books.

Report #2 – Newport Way Library Association Report

There was no update this month.

Report #3 – Bellevue Library Staff Reports

Kristen Corning gave an update that all librarian positions have been filled in the Lakeview (Bellevue) region. There are now additional children’s librarians and a new librarian devoted 50% to makerspace and 50% to adult services. There are currently 10 openings for public service assistants in the Lakeview region. Public service assistants are often the first line of customer service in the library. They also handle chat questions.

The library will hold its first “Kraken Watch” party tonight and again on Thursday. More will be scheduled in the future. This is part of a new partnership with the Kraken. Other programs in the works include:

- A talk on the Alaska World Fair in partnership with Eastside Heritage Center
- Makerspace independent study times
- Sewing classes
- Teen volunteer council – where teens volunteer to teach at hands-on events.

Chad raised the idea the board members used to sign up to participate in library programs and asked if that would return. Kirsten said they don’t have the supports in place to do this yet, but anyone is welcome to attend events.

Kat asked how library programs are promoted. Kirsten explained that all programs are added to the calendar, social media is also used to promote events as well as email newsletters. The central graphics team creates flyers for display and distribution in the building. Librarians actively focus on outreach and are

starting to ramp back up following the pandemic. There are also outreach programs (Library to Go) from the central Service Center that go specifically to senior centers and preschools. KCLS is working on a diversity, equity and inclusion study and will develop goals to reach new groups based on that study.

Kat asked about outreach to permanent supportive housing facilities coming to Bellevue. Kirsten explained that the central office leads these efforts, but that outreach will take place once the facilities have opened.

Report #4: Presidents Report

Jim shared that Councilmember Lee is interested in incorporating youth voice on the board and is investigating this. Jim encouraged everyone to sign up for newsletters and explore the website. He shared that the KCLS Board of Trustees meeting is on April 26, 2023 and encouraged everyone to listen. The link for the Board of Trustees is <https://kcls.org/library-board-members/>. Jim also shared that the BLAB communications policy is being reviewed by City of Bellevue staff.

NEW BUSINESS

Sarah Rock proposed that the board review the bylaws at the next meeting and shared printed copies with all in-person meeting attendees.

ADJOURNMENT

The meeting was adjourned at 6:31 p.m.

UPCOMING: The next meeting will be held on May 16, 2023, tentatively at the Newport Way Library. The meeting agenda will be distributed, and meeting location will be confirmed by President Rusk before the next meeting.

Minutes Submitted: By Sarah Rock, Board Secretary