

Approved

**City of Bellevue**  
**Library Advisory Board**  
**Monthly Meeting Minutes**  
**March 21, 2017**

**Opening**

The regular monthly meeting of the City of Bellevue Library Advisory Board was called to order at 5:05PM on March 21, 2017 in the meeting room of the Newport Way Library, by Chad Davis, President.

**Meeting Attendance:**

Board Members Present: Chad Davis, Cris Dreher, Alice Lee, Loretta Lopez, Peter Maxim. Absent: Judy Bailey and Barbara Spindel

KCLS Representatives: Debra Westwood (KCLS Regional Manager)

Friends of the Bellevue Library: Ned Kurabi, President

Newport Way Library Association: Barbara Spindel - Absent

King County Library System Board of Trustees: Lalita Uppala

**Public Comment Period:**

No members of the public requested time for comment.

**Approval of Minutes:**

Minutes for February 2017 meeting were approved with one correction. They will be posted to the One Drive and forwarded to the City Clerk.

**Reports:**

**Bellevue Friends of the Library and Newport Way Library Association Reports:**

Ned Kurabi stated that BFoL had revenue of \$3676 in February. May 5-6 will be the World Language sale in Room 1 of the Downtown Library. This event is always well-attended. BFoL will celebrate its 60<sup>th</sup> anniversary on June 2. More information will be forthcoming on this event.

.

No report from Newport Way Library Association due to Barbara being away.

**KCLS Staff Report:**

Library staff will be gearing up for staff development ahead of the strategic plan.

KCLS Code of Conduct has been revised to simplify and clarify the rules on food in the Library. Additional work is need on the "sleeping" rules. The key rule is "...is it disruptive?"

Ten hours of additional security has been implemented through a private contractor. With the 20 hours of off-duty police presence increases security to 30 hours per week.

Approved

Parking issues are getting better with new signage and additional parking monitors. It is expected that remediating the problem will be an ongoing process. Parking registration is now done via a tablet computer with no storage of data beyond the day.

Architectural drawings have been developed for the “maker space” plan. The proposal will require moving and reconfiguring major elements of the Downtown Library. These include:

- Moving the children’s area from the first to third floor and significant redesign of the new children’s area with substantial benefits in the ability of staff to monitor all areas of the facility.
- The teen space will move to the area next to the proposed maker space in the former children’s area
- Next step is to cost the proposed changes with construction expected to commence in September or October and last approximately six weeks

.The Library will be participating with the Bellevue Downtown Association in the “Live at Lunch” program on July 19. There will be a band in the park in front of the Downtown Library.

**Regular Business:**

**Agenda Item 1- KCLS Trustee Lalita Uppala visit:**

Ms. Uppala gave a brief synopsis of her background and why she was drawn to serve on the KCLS Board of Trustees. She has been involved for many years in helping to build bridges between immigrants and existing communities in Bellevue and hopes to continue that work within KCLS. She is motivated to have the library as a central actor in the community and to expand the appreciation for the “written word”.

Ms. Uppala conveyed that the trustees are keeping up with and engaged in the process for development of the new strategic plan. She also discussed the concepts of physical versus virtual expansion and that physical expansion is critical to the community and for community interaction.

**Agenda Item 2: Review of Annual Presentation to Bellevue City Council**

The Board discussed the March 20 presentation to the Bellevue City Council. The presentation was well received and there were many positive comments from Council Members. There was clear interest in the circulation numbers and program attendance. The Council stated that they were looking to move interaction and information from the Board.

**As an addendum:** The Board received highly positive feedback from KCLS Government Relations representative and Library Board liaison as having set the “new standard” for Board presentations. Significant praise was focused on the content, format, and Chad’s exceptional delivery.

**.New Business:**

Alice initiated a discussion regarding some confusion that has reached her about checkout durations for items being received from Library2Go. Debi clarified that DVD checkouts are five weeks vs the normal one week if taken from a Branch.

Officer elections are coming up. Nominations will be made in April with the election at the May meeting for officers taking up their duties in June.

Approved

**Adjournment:**

Meeting was adjourned at 6:36PM by Chad Davis, President. The next general meeting will be at 5:00PM on April 18, 2017, at the Bellevue Downtown Library.

**Agenda for Next Meeting:** Will be distributed by Chad Davis, President, prior to the March meeting.

**Minutes Submitted By:** Cris Dreher, Board Secretary