



King County Library System
Board of Trustees Meeting
Videoconference
5pm ♦ September 29, 2021

MOTIONS APPROVED

PRESENT

KCLS Board

Pamela Grad
Ron Higgs
Harish Kulkarni
Robin McClelland
Srini Raghavan
Anne Repass
Lalita Uppala

KCLS Staff

Julie Acteson
Maria Bassett
Angelina Benedetti
Jenny Engstrom
Cynthia McNabb
Dominica Myers
Danielle Perry
Sergio Razo
Lisa Rosenblum
Ken Ryals
Greg Smith
Tracey Thompson

1. Board Meeting agenda
2. August 25, 2021 Board Meeting minutes
3. Payroll expenditures
4. General Fund #0010 expenditures

CALL TO ORDER

President Ron Higgs called the meeting to order at 5:07pm.

APPROVAL OF AGENDA

Srini Raghavan moved approval of the Board Meeting agenda. Anne Repass seconded, and the motion passed unanimously.

APPROVAL OF BOARD MINUTES

Robin McClelland moved approval of the August 25, 2021 Board Meeting minutes. Pamela Grad seconded and the motion passed unanimously.

PUBLIC COMMENT

Former Renton Library Technical Assistant Sauncha Romey stated she was following up on her resignation letter, which was sent to the Board of Trustees in July 2021. She stated that working at KCLS with rampant racism was severely detrimental to her health. She blames the Executive Director and Deputy Director of Administrative Services for fostering this environment. She feels the cost of hiring three new Deputy Directors comes at the expense of lower paid staff who are very overworked. She is concerned there is no confidential way for staff to grade their superiors on diversity, and that the current Core Competency system for annual employee reviews is steeped in white supremacy. She disagrees with the appointment of positions without a competitive hiring process, which she believes has happened on numerous occasions. She doesn't believe a change in KCLS culture is possible with the current leadership in place.

KCLS patron Helen Stanwell stated that reduced library hours are not necessary when our monthly financial reports indicate a budget surplus. She feels those harmed by the reduction of hours are new immigrants, refugees, the handicapped, low-income patrons and the elderly. She personally doesn't have internet access at home, and relies on KCLS Wi-Fi to get online. On Sundays and Mondays when the libraries are closed, she accesses the Wi-Fi from her car in KCLS parking lots. On these occasions, she is able to see the people who try to access the library but can't. She is very saddened to see them walk away after realizing the branch is closed. She wonders why the libraries were open fully in the great recession of 2008, yet are closed today. She recalls back when the Bellevue branch opened an hour earlier on Mondays through Thursdays to aid job seekers. She would like the Director to return the libraries to their normal opening hours or be removed.

STAFF REPORTS

FRESH START

Executive Director Lisa Rosenblum and Organizational Performance Project Manager Lisa Fraser presented an update on the proposed Fresh Start program, which is a one-time waiver of fines for patrons. Fines have not been levied since March of 2020, but will need to begin again at some point. If this program were implemented, it would mean automatically waiving the full balance of fines for all patrons. Patrons would still be responsible for fines for lost or damaged materials. KCLS recognizes the

impact the COVID-19 pandemic has had on our communities, and removing fines will allow patrons to use our financial and personal enrichment services again without a stigma of fines. One group that would immediately benefit would be those with blocked accounts. Over 13K patrons with blocked accounts will have access to our materials and services again after the waiver. The highest fines are currently seen in the south county communities of Federal Way, Auburn, Kent, Tukwila and Renton, as well as Shoreline and East Bellevue, which are areas with high levels of income inequality. In total, the waiver would affect nearly 189K patrons who have fines of approximately \$750K.

STRATEGIC INITIATIVES FOR 2022

Lisa Fraser gave an overview of the strategic projects KCLS is planning for 2022. These projects were initiated by staff project teams in 2018, as well as some grant-funded work and some key projects in each department. The strategic goals are in alignment with KCLS' organizational guiding principles: its Mission, Vision and Values. The strategic goals fall into four main areas. Priorities in each area are as follows:

1. Communities of Inclusion and Belonging
 - a. Implement our Diversity, Equity and Inclusion strategy
 - b. Increase focus on community partnership in service development and delivery
 - c. Continue to deliver programs, services and collections that reflect community diversity
2. Responsive, Inspirational Service
 - a. Improve access to information through technology
 - b. Build economic resilience in our communities
 - c. Support children's love for reading
3. Organizational Excellence
 - a. Configure staffing to meet community needs
 - b. Improve innovation and internal work processes
 - c. Craft an inclusive vision for intellectual freedom
 - d. Reduce KCLS' carbon footprint
4. Strategic Communication
 - a. Improve KCLS' internal communication
 - b. Implement user-centered communication strategies
 - c. Upgrade data management and reporting
 - d. Explore levy lid lift timing

There are 33 goals across these 14 priorities for 2022. More information will be provided on the 2021 accomplishments toward the end of the year.

Lisa Rosenblum clarified that the Diversity, Equity and Inclusion (DEI) initiative to collect community input is new this year. It is a part of the body of work spearheaded by the newly created DEI department led by Director Dominica Myers. Dominica has created a number of staff committees and will be working with a demographer to gain important information from the community that will help us improve as an organization.

FINANCE REPORT

Finance Manager for Budget Zack Mooney presented in Nicholas Lee's absence. General Fund revenue year to date in August was \$70.2M, including \$69.5M in current-year property tax payments. This matches budget projections. Remaining revenue to be collected in 2021 is approximately \$59.9M.

Total General Fund expenditures year to date in August were \$72.2M, which reflects 55% of the total budget expended. Expenditures are lower than projections by \$12.4M.

Year-to-date expenditures in the Capital Investment Program are \$1.2M, which represents 31.8% of the budgeted amount.

APPROVAL OF MONTHLY EXPENDITURES

Pamela Grad moved approval of Payroll expenditures for August in the amount of \$2,545,841.44: (08/06) Ck#00200706-00200721; 414052903-414054086; (08/20) Ck#00200722-00200738; 417309013-417310188. Lalita Uppala seconded and the motion passed unanimously.

Robin McClelland moved approval of General Fund #0010 expenditures for August in the amount of \$5,117,751.18: Travel Advances - Ck#1420; (08/05) Ck#5012745-5012753; (08/05) Ck#1135017-1135019; (08/05) Ck#1135020-1135070; (08/10) Ck#5012754-5012756; (08/10) Ck#1135071-1135139; (08/12) Ck#1135140-1135175; (08/13) Ck#1135176-1135199; (08/19) Ck#5012757-5012760; (08/19) Ck#1135200-1135214; (08/23) Ck#5012761-5012764; (08/23) Ck#1135215-1135326; (08/30) Ck#5012765-5012766; (08/30) Ck#1135327-1135396; (08/31) Ck#1135397-1135448; (09/01) Ck#5012767-5012770; (09/01) Ck#1135449-1135451; (09/02) Ck#1135452-1135512; (09/03) Ck#5012771; Voids - Ck#1135076. **Harish Kulkarni seconded and the motion passed unanimously.**

DIRECTOR'S REPORT

Lisa Rosenblum started with a correction to the August 2021 minutes. The minutes stated that the IT services staff launched MS Teams and the MyLibro app as KCLS switched to online platforms at the beginning of the pandemic. These two projects were actually spearheaded by the KCLS Online Services Staff.

Hiring is a current focus. During the pandemic KCLS had controlled hiring, primarily filling vacant manager positions via internal promotions. Now the organization is at a different phase and is working through the established process with union partners to increase staff. The goal is to significantly increase open hours in January of 2022, while keeping an eye on the headcounts in the branches. The numbers have been down so the open hours need to be reasonable.

Lisa announced some staffing changes. First, she said that Directory of Library Operations Jenny Engstrom would be leaving KCLS on October 23. Jenny has been with KCLS since 2016. Among other projects, Jenny successfully spearheaded the COVID-19 re-entry plan. Lisa wishes her well in the future. Following Jenny's departure, there will be an internal promotional opportunity for an Interim Director of Library Operations.

Second, she stated that following a 15-month vacancy and nationwide recruitment KCLS has offered the position of Deputy Director of Public Services to Angie Miraflor. Angie currently serves as the Director of Central Services for the St. Louis Public Library. She will start on November 1. The union is happy with the appointment and supportive of the Deputy Director structure.

TRUSTEES REPORT

There were no Trustee reports.

ADJOURNMENT

The meeting adjourned at 6:37pm.

Ron Higgs, President



Anne Repass, Secretary