



King County Library System  
Board of Trustees Meeting  
Videoconference  
5pm ♦ April 27, 2022

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**MOTIONS APPROVED**

**PRESENT**

**KCLS Board**

Pamela Grad  
Ron Higgs  
Harish Kulkarni  
Srini Raghavan  
Anne Repass  
Lalita Uppala  
Laura Valenziano

**KCLS Staff**

Julie Acteson  
Maria Bassett  
Angelina Benedetti  
Nicholas Lee  
Angie Mirafior  
Dominica Myers  
Danielle Perry  
Sergio Razo  
Ken Ryals  
Lisa Rosenblum  
Greg Smith  
Tracey Thompson

1. Board Meeting agenda
2. March 30, 2022 Board Meeting minutes
3. Payroll expenditures
4. General Fund #0010 expenditures
5. Resolution 2022-03
6. Capital Investment Program (CIP) modification

**CALL TO ORDER**

President **Anne Repass** called the meeting to order at 5:03pm.

**APPROVAL OF AGENDA**

*Laura Valenziano moved approval of the Board Meeting agenda. Ron Higgs seconded, and the motion passed unanimously.*

**APPROVAL OF BOARD MINUTES**

*Pamela Grad moved approval of the March 30, 2022 Board Meeting minutes. Lalita Uppala seconded the motion. All voted in favor and the motion passed unanimously.*

**PUBLIC COMMENT**

Shoreline patron and Friend **Yoshiko Saheki** praised KCLS for waiving fines during the pandemic, and asked the Board to consider removing library fines permanently. She referenced a recent American Library Association referendum titled, “Monetary Library Fines as a Form of Social Inequity” which urges governing bodies of libraries to “strengthen funding support for libraries so they are not dependent on monetary fines as a necessary source of revenue.”

Recently retired KCLS employee **Bruce Greeley** voiced support for permanently ending overdue fines. He stated that many public library systems, including Seattle Public Library (SPL), have eliminated fines for overdue items. He feels fines disproportionately harm those with the lowest incomes, and don’t contribute substantially to the KCLS bottom line.

Current KCLS employee **Keith Sitkoski** also spoke about the issue of fines. He cites the KCLS Value of Equity, which states that “we foster equity by thoughtfully investing our resources, countering injustice and inequality and removing barriers so that all can reach their potential.” He feels fines are a barrier to access.

Patron **Helen Stanwell** asked that KCLS return to pre-pandemic hours, including later evenings and both weekend days. She would also like Board meetings to return to an in-person format.

**STAFF REPORTS**

Deputy Director of Public Services **Angie Mirafior** gave an overview of the current state of the open hours throughout the System. She shared a timeline which illustrated the pandemic closure in March 2020 and subsequent reopening with curbside and limited in-building service in June 2020, return to in-building hours in July 2021, and ending with the most recent expansion of hours in February 2022.

Library traffic continues to be low; the traffic in the six-month period from August 2021 to February 2022 is down 45% compared to the same period from August 2019 to February 2020, prior to the pandemic. Some of the decrease in traffic can be attributed to the lower amount of open hours,

however there are other contributing factors as well. These include lack of in-person programming, increased use of digital content, schools providing school-aged kids with technology so they can learn online at home, and meeting rooms remaining closed to the public.

In-person programming began April 1. KCLS hopes foot traffic will improve as in-person programming increases, meeting and study rooms reopen in May, and Summer Reading kicks off in June.

KCLS will continue to monitor and evaluate data from internal and external sources, such as foot traffic counts, circulation patterns, programming data and suggestions from patrons. As KCLS continues to move through the final phase of the pandemic recovery plan, further increases in open hours will be made from the data available.

## 2021 ANNUAL REPORT

Community Relations and Marketing Director **Julie Acteson** gave an overview of the **2021 Annual Report**, which is now available online on the KCLS website. Her presentation highlighted the innovative work that kept library services available to the public as the pandemic continued in 2021. The interactive report contains hyperlinks to outside content, embedded videos and other visually helpful navigation tools. Section highlights include awards received, inventive services spearheaded by staff to meet the needs of the community during the pandemic, advancement towards the goals outlined in our Strategic Framework, and other noteworthy achievements and accomplishments.

## FINANCE REPORT

Finance Director **Nicholas Lee** presented. The year-to-date (YTD) total General Fund revenue at the end of March was \$9.2M, which is 6.7% of the annual budget of \$137.3M. Total General Fund expenditures YTD at the end of March were \$29.7M, which reflects 21.6% of the total budget of \$137.3M. YTD expenditures in the Capital Investment Program (CIP) at the end of March were \$1.4M, which represents 24.5% of the budgeted amount of \$5.6M. March 31 was the end of the first quarter, which represents 25% of the year.

## APPROVAL OF MONTHLY EXPENDITURES

**Pamela Grad moved approval of Payroll expenditures for March in the amount of \$2,671,324.55:** (3/04) Ck#00200947-00200962; 469333790-469334884; (3/18) Ck#00200963-00200977; 473661378-473662466. **Ron Higgs seconded and the motion passed unanimously.**

**Lalita Uppala moved approval of General Fund #0010 expenditures for March in the amount of \$6,709,791.85:** Travel Advances - Ck#1425-1430; (3/09) Ck#1138465-1138578; (3/15) Ck#5012946; (3/15) Ck#1138579-1138611; (3/16) Ck#5012947-5012950; (3/16) Ck#1138612-1138617; (3/16) Ck#1138618-1138706; (3/21) Ck#1138707-1138760; (3/23) Ck#5012951-5012963; (3/23) Ck#1138761-1138820; (3/30) Ck#1138821-1138925; (3/30) Ck#5012964-5012967; (3/30) Ck#1138926-1138929; (4/04) Ck#1138930-1138932; (4/06) Ck#1138933-1139028; (4/06) Ck#5012968; (4/06) Ck#1139029-1139038; (4/11) Ck#5012969; Voids - Ck#1138756; 1138833; 1138969. **Laura Valenziano seconded and the motion passed unanimously.**

## RESOLUTION 2022-03

Organizational Performance Project Manager **Lisa Fraser** presented Resolution 2022-03, titled Adopting the **Fresh Start for All** Program. The program offers a one-time waiver of outstanding overdue fines and associated fees as of May 4, 2022. KCLS recognizes the negative impacts of the COVID-19 pandemic on our communities, including job loss and increased cost of living. Patrons with blocked accounts due to fine balances in excess of \$25 will once again be able to use valuable library services.

While late fine collection is unpredictable, based on historical activity, KCLS could expect to collect up to \$460,000 from cleared accounts. The System will receive a \$208,000 grant from the KCLS Foundation to help offset uncollected revenue for 2022.

Patrons will have until September 15 to return items without penalty before fines resume. **A Fresh Start for All** does not apply to fees from lost or damaged items.

***Pamela Grad made a motion to approve Resolution 2022-03. Harish Kulkarni seconded the motion. Six members voted in favor; Ron Higgs abstained. The motion passed by majority.***

#### **CAPITAL INVESTMENT PROGRAM (CIP) MODIFICATION**

Facilities Director **Greg Smith** proposed a change to the current CIP budget allocation. In order to comply with the building upgrades detailed by the Washington State Department of Commerce Clean Air Act and take advantage of incentives offered by our utility company, KCLS would like to delay some currently scheduled CIP projects for a year or two and instead allocate those funds to Clean Air Act projects. KCLS has two buildings in its portfolio that require efforts to comply with the mandate, the Service Center and Bellevue Library. The total CIP budget will not be affected. ***Srini Raghavan made a motion to approve the CIP modifications presented by Facilities Director Greg Smith. Ron Higgs seconded the motion. All voted in favor and the motion passed unanimously.***

#### **DIRECTOR'S REPORT**

Executive Director **Lisa Rosenblum** stated that the Renton Library is finally open after a lengthy repair process; patrons and staff are all happy to be back in their home library. She also highlighted the week's ***Dia*** festivities. ***Dia*** is a week-long celebration for children of all linguistic and cultural backgrounds. Finally, Lisa said she continues to get kudos about the numerous staff presentations at the Public Library Association (PLA) conference in Portland last month.

#### **TRUSTEES REPORT**

**Pamela Grad** praised KCLS and its support of educators like herself and the community at large during the COVID pandemic.

#### **ADJOURNMENT**

**Anne Repass** adjourned the meeting at 6:56pm.

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Anne Repass, President

  
harish (May 25, 2022 18:53 PDT)

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Harish Kulkarni, Secretary

# April Minutes

Final Audit Report

2022-05-26

Created:	2022-05-26
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