



MOTIONS APPROVED

PRESENT

KCLS Board

Jeffery Guddat*
Harish Kulkarni
Srini Raghavan
Anne Repass
Lalita Uppala*
Laura Valenziano

1. Board Meeting agenda
2. March 29, 2023 Board Meeting minutes
3. Payroll expenditures
4. General Fund expenditures
5. Resolution 2023-01 Eliminating Overdue Fines

KCLS Staff

Maria Bassett
Angie Benedetti
BJ Colvin*
Lisa Fraser
KD Hall
Dominica Myers
Danielle Perry
Lisa Rosenblum
Cecie Streitman
Tracey Thompson
Lisa Yamasaki
Donna Zirkle*

CALL TO ORDER

President Harish Kulkarni called the meeting to order at 5:05pm.

APPROVAL OF AGENDA

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

APPROVAL OF BOARD MINUTES

Anne Repass moved approval of the March 29, 2023 Board Meeting minutes. Laura Valenziano seconded the motion. All voted in favor and the motion passed unanimously.

*attended remotely

PUBLIC COMMENT

There was no public comment.

STAFF REPORTS

DATA AT KCLS

Organizational Performance Project Manager Lisa Fraser and Data Engineer Bree Norlander discussed how data is collected, managed and used at KCLS. They described the challenges with collecting data, which include limited metrics used by public libraries, the siloed nature of the data, and the lack of data governance policies and procedures. In 2019, KCLS began the process of implementing a data warehouse, which included adding a grant-funded data engineer position in 2021. This has allowed managers and staff to use data to understand how patrons are using the libraries.

The KCLS data warehouse includes data from the following sources:

- "Big" data: Evergreen (Integrated Library System), finance, phone and Wi-Fi
- Vendor data: digital materials, virtual reference, interlibrary loan and internal help desk
- Homegrown: programs and services, library open hours

Things not currently included in the data warehouse are things external to KCLS, such as weather, census or social media data.

OTTER AND SASQUATCH PROGRAMS

Public Services Coordinator Cass Mabbott gave an overview of the school-aged reading programs titled OTTER (Our Time To Enjoy Reading) and Sasquatch. The programs are run similarly, with OTTER geared toward grades 1 to 3, and Sasquatch for grades 4 to 6.

Washington Library Association nominates six books annually for each program. Thanks to KCLS Foundation funding, the books are given to teachers across the county to use in their classrooms. KCLS librarians work with teachers to co-create a curriculum that best serves their students. The programs are customized for

each school. Students are encouraged to read as many of the books as possible, and discuss the books with their classmates, teachers, family and friends. The students then vote for their favorite.

The KCLS Graphics department supports the program by creating high-quality print materials such as journals, ballots and stickers. For the 2022-23 school year, KCLS worked with 597 classrooms at 92 schools in 13 school districts, as well as five private schools.

FINANCE REPORT

Michael Simmons presented the Finance report as of the end of March 2023. Year-to-date (YTD) revenues were \$10.2M, which represents 7.2% of the annual budget of \$140.7M. YTD expenses were \$30M, which is 21.3% of the total budget of \$140.7M. CIP expenses YTD at the end of March were \$343K, which is only 5.3% of the total budget of \$6.5M.

APPROVAL OF MONTHLY EXPENDITURES

Srini Raghavan moved approval of Payroll expenditures for March in the amount of \$4,171,019.05: (3/03) Ck#00201388-00201407; 589028200-589029199 (3/17) Ck#00201408-00201438, 594366416-594367424 (3/31) Ck#00201439-00201466; 599261121-599262140. Lalita Uppala seconded, and the motion passed unanimously.

Laura Valenziano moved approval of General Fund #0010 expenditures for March in the amount of \$6,413,964.81: Travel Advances - Ck#1452-1458; (3/09) Ck#1144841; (3/09) Ck#5013832; (3/10) Ck#1144842; (3/14) Ck#1144843-1145012; (3/14) Ck#5013833-5013884; (3/16) Ck#1145013-1145017; (3/16) Ck#5013885-5013887; (3/22) Ck#5013888-5013912; (3/22) Ck#1145018-1145135; (3/24) Ck#1145136-1145137; (3/28) Ck#1145138-1145139; (3/30) Ck#1145140-1145317; (3/30) Ck#5013913-5013916; (4/04) Ck#1145318; (4/06) Ck#1145319-1145447; (4/07) Ck#5013917; Voids - 0. Jeff Guddat seconded, and the motion passed unanimously.

RESOLUTION 2023-01

Anne Repass moved approval of Resolution 2023-01 Eliminating Overdue Fines. Laura Valenziano seconded the motion. All trustees voted in favor and the motion passed unanimously.

DIRECTOR'S REPORT

Executive Director Lisa Rosenblum announced that KCLS is one of 30 finalists for the Institute of Museum and Library Services (IMLS) National Medal award. The winners will be announced soon.

Lisa reported that it is National Library Week; she received an official proclamation from King County Councilman Dave Upthegrove, signed by the entire King County Council. In celebration, KCLS Leadership Team members have been delivering snack boxes to all 50 library locations this week.

Lisa said that KCLS was hosting watch parties at six of our locations for the Seattle Kraken, as they continue in the NHL playoffs. She thanked all the staff who are helping to make these events possible.

Lisa shared that 17 library locations across three regions would be expanding hours in May 2023.

She discussed the upcoming event at the Renton Library on Saturday, April 29 called Dia. It is an event that promotes literacy for children of all cultural backgrounds. She will be speaking, as will the Renton mayor.

Finally, Lisa introduced the new Executive Director of the KCLS Foundation, Lisa Yamasaki. Lisa Yamasaki introduced herself to the Board.

BOARD COMMITTEE REPORTS

There were no committee reports.

TRUSTEES REPORTS

Anne Repass said that she attended the recent event honoring former KCLS Director Bill Ptacek on Saturday, April 15 at the Fall City Library. She was impressed with the turnout and powerful speeches

about Bill. Harish Kulkarni also attended and appreciated hearing more about the history of KCLS and the wonderful work done by previous staff.

Jeff Guddat thanked the leadership team for the get-well card he received following his recent accident.

Srini Raghavan thanked members of the public for feedback regarding the elimination of fines, and congratulated everyone on the National Medal finalist award.

ADJOURNMENT

Harish Kulkarni adjourned the meeting at 6:20pm.



Harish Kulkarni, President

Srini Raghavan, Secretary