



King County Library System  
Board of Trustees Meeting  
KCLS Service Center/Hybrid  
5pm ♦ February 28, 2024

**MOTIONS APPROVED**

**PRESENT**

**KCLS Board**

Jeffery Guddat  
Harish Kulkarni  
Sriní Raghavan  
Anne Repass  
Verna Seal  
Lalita Uppala\*  
Laura Valenziano\*

**KCLS Staff**

María Bassett  
Angie Benedetti  
BJ Colvin  
Lisa Fraser  
Angie Mirafior  
Dominica Myers  
Danielle Perry  
Cecie Streitman  
Tracey Thompson  
Donna Zirkle

\*Attended remotely

1. Board Meeting agenda
2. January 31, 2024 Board meeting minutes
3. Payroll expenditures
4. General Fund expenditures

**CALL TO ORDER**

President Sriní Raghavan called the meeting to order at 5:03pm.

**APPROVAL OF AGENDA**

*Verna Seal moved approval of the Board Meeting agenda. Harish Kulkarni seconded, and the motion passed unanimously.*

**APPROVAL OF BOARD MINUTES**

*Anne Repass moved approval of the January 31, 2024 Board Meeting minutes. Jeff Guddat seconded the motion. All voted in favor and the motion passed unanimously.*

**PUBLIC COMMENT**

There was no public comment.

**STAFF REPORTS**

**2024 SERVICE STRATEGY**

Interim Executive Director Angie Mirafior introduced Library Outreach, Programs and Services Director Angie Benedetti, who gave a presentation on the new KCLS Service Strategy. The Service Strategy seeks to align programs and services KCLS provides with three things: the KCLS Mission, Vision and Values; the updated KCLS strategy that includes commitments to Diversity, Equity and Inclusion (DEI); and a set of service directions and goals.

By detailing the service directions and goals and connecting them with established priority topic areas, librarians can more easily plan and deliver programs to patrons. There will also be clearer expectations around the shift to co-creating programs and services with community partners, and programming will now be linked to goals and objectives.

**READY READS AND BOOK GROUP KITS**

Collection Development Manager Nancy Henkel gave the Board an overview of two exciting new programs which are being rolled out to patrons this month.

The Ready Reads collection combines the best parts of the existing Choice Reads program and Lucky Day Collection, and it will be available at all of our community library locations. The decision to combine the programs was made for numerous reasons including streamlining the process for community libraries and for the Collection Management Services (CMS) department, reducing confusion for patrons, and offering the same services across the Library System.

Patrons have been asking for book group kits for a long time. The program Book Group Kits provides patrons with bags containing 10 copies of the same book that can be checked out and used for book clubs or other groups. The check-out period for a kit is eight weeks. There are 30 different kits available; titles have been

chosen based on consistent availability across all reading platforms. Patrons can access the titles in hard copy or digital format. The program was generously funded by a KCLS Foundation Agility grant.

#### **FINANCE REPORT**

Finance and Facilities Director Donna Zirkle presented two reports: the December 2023 final financial report, and the report as of the end of January 2024.

The December 2023 final report was as follows: End of year (EOY) revenues were \$142.3M, which was 101% of the expected total of \$140.7M. EOY expenses were \$125.2M, which was 89% of the total budget. CIP expenses at the end of December were \$4.7M, accounting for 73% of the total budget of \$6.5M.

The report as of the end of January 2024 is as follows: Year-to-date (YTD) revenues were \$444.7K, which is less than 1% of the expected total of \$146.4M. YTD expenses were \$13.7M, which was 9% of the total budget. CIP expenses YTD at the end of January were \$352K, accounting for 3% of the total budget of \$11.5M.

#### **APPROVAL OF MONTHLY EXPENDITURES**

*Jeff Guddat moved approval of Payroll expenditures for January in the amount of \$3,172,168.55: (1/05) Ck#00200000-00200013; 713980545-713981617 (1/19) Ck#00200014-00200032, 719954404-719955475. Harish Kulkarni seconded, and the motion passed unanimously.*

*Verna Seal moved approval of General Fund #0010 expenditures for January in the amount of \$7,763,017.97: Travel Advances - Ck#1476-1481; (1/11) Ck#1150615-1150751; (1/11) Ck#5014464-5014466; (1/18) Ck#1150752-1150844; (1/18) Ck#5014467-5014470; (1/25) Ck#1150845-1151008; (1/25) Ck#5014471-5014481; (1/31) Ck#1151009-1151089; (1/31) Ck#5014482; (2/01) Ck#1151090-1151091; (2/01) Ck#5014483-5014485; (2/06) Ck#1151092-1151169. Anne Repass seconded, and the motion passed unanimously.*

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

Interim Executive Director Angie Mirafior highlighted the Black History Month programs, particularly the events held in partnership with Seattle Opera and the Northwest African American Museum. KCLS supported several events related to the Opera's latest production titled *X: The Life and Times of Malcolm X*. She mentioned being personally happy to see us host events that bring art and culture to people who might not otherwise have access to it.

Angie also reported on her recent trip to Olympia, Washington with Government Relations Manager John Sheller to attend Library Legislative Day. This was her first visit to the annual event in support of libraries. While there, they were able to speak with many elected officials.

Angie thanked our new Audio/Visual Specialist, Wes Jacobs for all his work to make our monthly Board of Trustees meetings more accessible to patrons.

Finally, Angie talked about the upcoming KCLS Foundation Gala, which will spotlight and help raise money for all of the wonderful programs and services KCLS offers.

#### **BOARD COMMITTEE REPORTS**

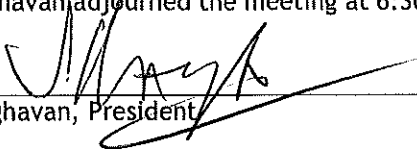
There were no Board committee reports.

#### **TRUSTEES REPORTS**

Trustee Jeff Guddat praised KCLS staff for the excellent reports given this month, and the very wide range of programming KCLS offers.

**ADJOURNMENT**

Srini Raghavan adjourned the meeting at 6:30pm.

  
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Srini Raghavan, President

  
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Laura Valenziano, Secretary