



King County Library System  
Board of Trustees Meeting  
Videoconference  
5pm ♦ December 15, 2021

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**MOTIONS APPROVED**

**PRESENT**

**KCLS Board**

Pamela Grad  
Ron Higgs  
Harish Kulkarni  
Robin McClelland  
Lalita Uppala

**KCLS Staff**

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

1. Board Meeting agenda
2. November 17, 2021 Board Meeting minutes
3. Ratification of Collective Bargaining Agreements
4. 2022 General Wage Increase
5. Resolution 2021-05 Adoption of 2022 Budget
6. Payroll expenditures
7. General Fund #0010 expenditures
8. Election of Officers for 2022
9. Add Public Forum to January 26, 2022 Board Meeting and defer vote on full 2022 Board Meeting Schedule until January 26, 2022
10. Resolution 2021-06 Recognition of Robin McClelland

**CALL TO ORDER**

President Ron Higgs called the meeting to order at 5:06pm.

**APPROVAL OF AGENDA**

*Pamela Grad moved approval of the amended Board Meeting agenda. Robin McClelland seconded, and the motion passed unanimously.*

**APPROVAL OF BOARD MINUTES**

*Lalita Uppala moved approval of the November 17, 2021 Board Meeting minutes. Harish Kulkarni seconded the motion. All voted in favor and the motion passed unanimously.*

**PUBLIC COMMENT**

Helen Stanwell spoke on behalf of the group Save our Libraries Now. She stated that the libraries have been operating on a reduced schedule for too long. Voters did not approve the bond measures to build new library building to have them be closed more than half the time. They are instrumental to their communities. She said sustainable budgeting is a practical solution; and a balanced budget isn't necessarily a sustainable budget. The public deserves a pleasant experience but said we should be reducing our carbon footprint. She doesn't think KCLS should go to the voters for a levy lid lift while the libraries are still operating at reduced hours. She would like our surplus funds to go to support the operational needs of the 50 libraries.

Barbara Spindell spoke on behalf of the Newport Way Library Association. She stated that she is a Bellevue resident and a patron of the Newport Way Library, and spoke to address concerns about changes to the public's access to information via Public Forums and attendance at the Board's Finance and Planning Committees. She requested that the Public Forums be clearly posted on the website and scheduled to coincide with the typical end of each quarter in March, June, September and December. She also requested an extra Public Forum in January 2022 to make up for not having a stand-alone Public Forum at the end of 2021. She would like to see questions from the public answered directly at all meetings, especially when there are only two or three speakers. To ensure open and transparent operations, she would like to see the Finance and Planning Committees opened up to the public the way they used to be.

## STAFF REPORTS

### FINANCE REPORT

Finance Director Nicholas Lee presented. The total General Fund revenue year-to-date in November was \$128.7M, with the target being \$129.2M. This includes \$126.7M in current-year property tax payments. It is anticipated that 100% of forecasted receipts will be received by the end of the year.

Total General Fund expenditures year-to-date in November were \$98.3M, which reflects 75.6% of the total budget expended. Expenditures are lower than projections across most budget categories, for a total \$13.7M less than budget.

Year-to-date expenditures in the Capital Investment Program (CIP) are \$2.1M, which represents 53.7% of the budgeted amount. Orders are lagging due to continued supply chain issues. However approximately \$1M will be rolled forward in the budget to next year. Facilities and ITS will each be allocated half of that money to complete projects that were underway but currently delayed.

### COLLECTIVE BARGAINING AGREEMENTS

Deputy Director of Administrative Services Cynthia McNabb presented an overview of the changes in the collective bargaining agreements. After approximately six months of bargaining with all four of the 1857 units, all four contracts have been ratified by an overwhelming majority of the respective union memberships. The four unions operating at KCLS are the 1857 Main, Page, Facilities and Supervisors units, representing roughly 90% of KCLS staff. The changes to all four contracts include adding Juneteenth as a recognized KCLS holiday, and a 3.75% Cost of Living Adjustment (COLA) wage increase for 2022. One notable highlight for the Main unit contract is to conduct an overhaul of the scheduling process, which would benefit both sides.

***Harish Kulkarni made a motion to authorize the Executive Director of the King County Library System to sign the collective bargaining agreements between the Supervisory, Main, Facilities and Page units of the King County Library System and AFSCME, Washington State Council of County and City Employees, Council 2, all of which include a 3.75% general wage increase effective in January of 2022. Robin McClelland seconded the motion. All voted in favor and the motion passed unanimously.***

### GENERAL WAGE INCREASE FOR 2022

Danielle Perry, Director of Human Resources presented a general wage increase recommendation of 3.75% for all employees, exclusive of the Executive Director. This increase is based on market surveys of similarly sized local and regional library systems and local governments within the KCLS service area, as well as the Consumer Price Index for Seattle, Tacoma and Bellevue from October 2020 to October 2021.

***Robin McClelland made a motion to approve a 3.75% general wage increase, effective January 1, 2022 for all KCLS represented and non-represented employees, exclusive of the Executive Director. Lalita Uppala seconded the motion. All voted in favor and the motion passed unanimously.***

### 2022 BUDGET

Nicholas Lee presented an overview of the changes to the final budget document. The biggest change to the revenue projections relate to more accurate numbers for estimated property taxes and new construction. The largest change in expense projections between the preliminary budget and the final version is the increase for wage and benefit cost inflation.

***Lalita Uppala made a motion to approve Resolution 2021-05, Adoption of the 2022 Budget. Pamela Grad seconded the motion. All voted in favor and the motion passed unanimously.***

### APPROVAL OF MONTHLY EXPENDITURES

***Harish Kulkarni moved approval of Payroll expenditures for November in the amount of \$2,546,396.18: (11/12) Ck#00200825-00200842; 437817526-437818663; (11/26) Ck#00200843-00200859; 441682336-441683467. Robin McClelland seconded and the motion passed unanimously.***

**Pamela Grad moved approval of General Fund #0010 expenditures for November in the amount of \$5,606,575.81:** Travel Advances - 0; (11/08) Ck#5012836; (11/08) Ck#1136506-1136573; (11/09) Ck#5012837-5012838; (11/09) Ck#1136574-1136631; (11/10) Ck#5012839-5012842; (11/10) Ck#1136632-1136634; (11/17) Ck#5012843-5012845; (11/17) Ck#1136635-1136743; (11/18) Ck#1136744-1136789; (11/24) Ck#5012846-5012849; (11/24) Ck#1136790-1136794; (11/24) Ck#1136795-1136899; (12/02) Ck#5012850; (12/02) Ck#1136900-1136976; (12/03) Ck#1136977-1136980; (12/03) Ck#5012851; Voids - 0. **Lalita Uppala seconded and the motion passed unanimously.**

#### **2022 OFFICERS**

**Robin McClelland made a motion to elect Anne Repass as the Board President and Harish Kulkarni as the Board Secretary in 2022. Pamela Grad seconded the motion. All voted in favor and the motion passed unanimously.**

#### **2022 FINANCE COMMITTEE AND BOARD DEVELOPMENT COMMITTEE**

Upon recommendation from President Ron Higgs, the Board unanimously agreed to defer election of the 2022 Finance Committee and Board Development Committee members until all members are present at the January 26, 2022 Board meeting.

#### **2022 KCLS FOUNDATION LIAISON**

Upon recommendation from President Ron Higgs, the Board unanimously agreed to defer election of the 2022 KCLS Foundation Liaison until all members are present at the January 26 Board meeting.

#### **2022 BOARD MEETING SCHEDULE**

Pamela Grad made a motion to change the proposed 2022 Board Meeting schedule as follows: Move the Public Forums from February to March, from May to June, from August to September; have the normal budgetary review in November, and then have a final Public Forum in December. Upon discussion, she withdrew the motion.

Pamela Grad made another motion to add a Public Forum to the January 26, 2022 meeting and to defer the vote on the remainder of the 2022 Board Meeting schedule until then so that a formal revised schedule can be brought forward. Robin McClelland seconded the motion. Lisa Rosenblum clarified that the Board is not approving the entire Board Meeting schedule, but will hold a Board Meeting with a Public Forum on January 26, 2022. At that meeting, a schedule with revised Public Forum dates will be voted on by the Board. All voted in favor and the motion passed unanimously.

#### **RESOLUTION 2021-06 RECOGNITION OF ROBIN MCCLELLAND**

**Board President Ron Higgs read Resolution 2021-06, Recognition of Robin McClelland, in its entirety. Pamela Grad moved approval of Resolution 2021-06. Lalita Uppala seconded. All voted in favor and the motion passed unanimously.**

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

Lisa Rosenblum gave an update on the Kent Library. On the morning of December 2, 2021 someone placed an incendiary device in the manual book drop. The fiberglass-reinforced plastic coating on the wall caught fire for several minutes. This caused the library to be filled with smoke and the sprinkler system to go off for approximately 30 minutes. Police and fire reports have been filed. They are investigating and consider the cause to be arson. The damage to the library is extensive, and includes soot over much of the building, water damage to the carpeted floors and to the automated materials handling machine. Cleaning and demolition is underway. Due to the hazards in the building, staff are not allowed inside at this time. The best estimate for reopening to the public is mid-February, but this will be contingent on getting materials on schedule. To serve the community, there are two new free-standing book drops for returns; holds can be picked up at the closest library, which is Kent Panther Lake. Staff are being deployed to work at other libraries.

#### **TRUSTEES REPORT**


There were no trustee reports.

**ADJOURNMENT**

The meeting adjourned at 6:39pm.

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Anne Repass, President

  
[Harish Kulkarni \(Jan 27, 2022 13:30 PST\)](#)  
Harish Kulkarni, Secretary

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# attachmenta

Final Audit Report

2022-01-27

Created:	2022-01-27
By:	Maria Bassett (msbassett@kcls.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIwCs11caBHuzhqKFGGYP2rPwtwa5TJqL

## "attachmenta" History

-  Document created by Maria Bassett (msbassett@kcls.org)  
2022-01-27 - 7:56:31 PM GMT
-  Document emailed to Harish Kulkarni (harishsk@gmail.com) for signature  
2022-01-27 - 7:57:50 PM GMT
-  Email viewed by Harish Kulkarni (harishsk@gmail.com)  
2022-01-27 - 9:24:59 PM GMT
-  Document e-signed by Harish Kulkarni (harishsk@gmail.com)  
Signature Date: 2022-01-27 - 9:30:10 PM GMT - Time Source: server
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