



King County Library System  
Board of Trustees Meeting  
KCLS Service Center/Hybrid  
5pm ♦ January 25, 2023

**MOTIONS APPROVED**

**PRESENT**

**KCLS Board**

Jeffery Guddat\*  
Harish Kulkarni  
Srini Raghavan  
Anne Repass\*  
Laura Valenziano

**KCLS Staff**

Maria Bassett  
Angie Benedetti\*  
BJ Colvin  
Lisa Fraser  
Angie Mraflor  
Dominica Myers  
Lisa Rosenblum  
Cindy Sharek  
J Turner  
Tracey Thompson  
Donna Zirkle

\*Attended remotely

1. Board Meeting agenda
2. December 14, 2022 Board Meeting minutes
3. Payroll expenditures
4. General Fund expenditures
5. Material Evaluation Policy

**CALL TO ORDER**

President Harish Kulkarni called the meeting to order at 5:10pm.

**APPROVAL OF AGENDA**

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

**APPROVAL OF BOARD MINUTES**

*Laura Valenziano moved approval of the December 14, 2022 Board Meeting minutes. Srini Raghavan seconded the motion. All voted in favor and the motion passed unanimously.*

**PUBLIC COMMENT**

Helen Stanwell, representing the group Patrons for Sustainable Libraries, spoke about library pages. The group has noticed that open page positions have not been refilled recently and this is causing a backup of totes in the libraries. They view these positions as essential for smooth-running libraries and would like to see them return to their previous staffing levels.

**STAFF REPORTS**

**MATERIAL EVALUATION POLICY**

Director of Collection Management Services Tracey Thompson spoke about intellectual freedom and the recently updated Material Evaluation Policy. She detailed KCLS' commitment to intellectual freedom as the "right of everyone to seek out information, ideas, and expressive content of any kind within the law." She gave an update on the current state of challenges nationally and locally.

Tracey introduced the KCLS Intellectual Freedom Committee and gave an overview of its work, which includes communication, staff support, and reviewing policies. She detailed the KCLS Selection Philosophy and Criteria, which are currently in the process of being updated through a Diversity, Equity and Inclusion (DEI) lens.

She gave an overview of the proposed Material Evaluation Policy, which is the process a patron would go through to express their concerns about library materials. She asked that the Board approve this policy at the appropriate time in the meeting.

**STATE OF THE LIBRARY**

Executive Director Lisa Rosenblum presented the Library System's State of the Library Report for Fiscal Year 2022. KCLS continues to perform well in comparison to peer libraries and continues to be a national leader in digital circulation. It was recently named the #2 library for digital circulation in the U.S. and #6 in the world by the lending platform Overdrive.

Physical visits to library locations lag compared to pre-pandemic times, but physical and digital circulation numbers continue to climb. Computer and Wi-Fi use is increasing, with Wi-Fi usage making up a higher proportion of library technology use than before the pandemic. In-person programming was reintroduced in 2022, and online programming has continued. Nearly 155,000 patrons attended over 9,000 programs either in person or online in 2022.

#### **DECEMBER FINANCE REPORT**

Donna Zirkle presented the preliminary Finance report as of the end of December 2022. The final report will be presented in February. Year-to-date (YTD) revenues were \$136.8M, lower than projections of \$137.3M, but some additional revenue is expected in January. YTD expenses were \$116.2M, which is also lower than the projected amount of \$137.3M. Similar to revenues, some expenses will continue to come in throughout January. CIP expenses YTD at the end of December were \$6M, which was 108.6% of the total budget of \$5.6M. Two unbudgeted projects, the Kent fire and the damage at Burien, contributed to the overage. This will eventually be offset by insurance reimbursements.

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

*Srini Raghavan moved approval of Payroll expenditures for December in the amount of \$2,651,739.90: (12/09) Ck#00201281-00201297; 557989122-557990118 (12/23) Ck#00201298-00201314, 563537220-563538224 (12/29) 565164715-565164716. Jeff Guddat seconded, and the motion passed unanimously.*

*Laura Valenziano moved approval of General Fund #0010 expenditures for December in the amount of \$8,196,757.91: Travel Advances - Ck#1443-1444; (12/08) Ck#5013527-5013532; (12/08) Ck#1143223-1143226; (12/09) Ck#1143227-1143332; (12/12) Ck#1143333-1143365; (12/15) Ck#1143366-1143406; (12/16) Ck#1143407-1143486; (12/16) Ck#1143487; (12/16) Ck#5013533; (12/22) Ck#5013534-5013537; (12/22) Ck#1143488-1143493; (12/28) Ck#1143494-1143533; (12/28) Ck#1143534-1143593; (12/28) Ck#5013538; (12/29) Ck#1143594-1143660; (12/29) Ck#1143661-1143686; (12/29) Ck#5013539-5013650; (1/05) Ck#5013651-5013654; (1/05) Ck#1143687-1143689; (1/06) Ck#1143690-1143785; (1/06) Ck#1143786-1143837; (1/09) Ck#5013655; Voids - 0. Srini Raghavan seconded, and the motion passed unanimously.*

#### **APPROVAL OF MATERIAL EVALUATION POLICY**

*Jeff Guddat moved approval of the Material Evaluation Policy as presented by Tracey Thompson. Laura Valenziano seconded. All voted in favor and the motion passed unanimously.*

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

Executive Director Lisa Rosenblum said she was proud of the OverDrive report, naming KCLS #2 in the country in digital circulation. She also highlighted the annual 10 to Try reading challenge which was recently posted, as well as the 2022 Best Books list based on staff recommendations.

Lisa also recognized the KCLS Foundation Interim Executive Director Cindy Sharek, who will be leaving KCLS soon. Cindy has spent 12 years with the Foundation; Lisa thanked her for her loyalty and dedication to KCLS and wished her well in her new position.

#### **BOARD COMMITTEE REPORTS**

There were no Board committee reports.

#### **TRUSTEES REPORTS**

There were no trustee reports

#### **EXECUTIVE SESSION**

At 6:34pm, President Harish Kulkarni announced that the Board would convene in Executive Session per RCW 42.30.110, Section 1 (g). He announced that they would return at 6:50pm, and no further action would be taken by the Board at that time.

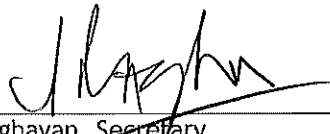
#### **RECONVENE REGULAR SESSION**

At 6:51pm Harish Kulkarni reconvened the regular session.

**ADJOURNMENT**

Harish Kulkarni adjourned the meeting at 6:51pm.

  
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Harish Kulkarni, President

  
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Sriniraghavan, Secretary