

**City of Bellevue  
Library Advisory Board**

Monthly Meeting Minutes  
September 19, 2023

**OPENING**

The regular monthly meeting of the Library Advisory Board (the "Board") was called to order at 5:08 PM on September 19, 2023 by Gunjan Murarka, Vice President. The meeting was held in person at the Newport Way Library with an option for hybrid attendance via Zoom.

**MEETING ATTENDANCE**

Board Members Present:, Sam Fetchero, Gunjan Murarka (remote), Kat Pipkin, Sarah Rock, and Imran Siddique (remote).

Board Members Absent: Kim Anderson, Jim Rusk

KCLS Representative(s): David Frappier

Friends of the Bellevue Library: NONE

Newport Way Library Association: NONE

Guests: Councilmember Lee

**APPROVAL OF MINUTES**

The meeting minutes for July 2023 were approved as written.

**APPEARANCES AND PUBLIC COMMENT PERIOD**

There were no public comments.

**REGULAR BUSINESS**

There were technical issues related to Zoom and the projector. The meeting temporarily moved to a different Zoom link than was published but returned to the published Zoom link by 5:21 during the first agenda item.

The agenda was amended to continue the bylaws discussion from July 2023.

**Agenda Item #1: Continued Discussion of Bylaws**

Councilmember Lee noted that there are uniform bylaws for most Bellevue boards and commissions and asked if we wanted to explore their bylaws. Councilmember Lee asked the board to consider if there is any area where the board would like City Staff support.

Board members discussed several things related to the bylaws:

- Is there a disconnect with the City's expectations for the board and our bylaws?

- Should we consider adopting a work plan on a regular basis to focus our work?
- If we added a teen member to the board, that may require an update of the bylaws.

Board member Imran Siddique took an action item to review the uniform bylaws and share his findings with the advisory board at a future meeting.

### **Agenda Item #2: Outreach efforts**

The board and KCLS staff discussed outreach questions and ideas:

1. *Does KCLS have a schedule for some of its offerings? Is there a rotation of guest speakers in the programmed library spaces?*

David Frappier explained how the events calendar worked. It is built into the library catalog therefore it doesn't have a regular calendar view. He shared that there is a community resource fair in conjunction with the City of Bellevue that is offered to help welcome new residents to the city.

2. *How can we continue to make sure that our libraries are welcoming and safe at the same time?*

David Frappier shared that safety incidents have increased this year over last year but have not passed pre-pandemic levels. The "Peer-Kent" program provides a person to help vulnerable users navigate finding resources. The Peer-Kent staffer (referred to as Peers) at Bellevue has left and is in the process of being replaced. The Peers are not KCLS employees but closely coordinate with KCLS staff. David will share an update when a new Peer has been hired. Bellevue is one of the Welcoming Centers in KCLS. The Welcoming Center is staffed twice a week with Chinese and Spanish language speakers. The Welcoming Center is managed by KCLS DEI staff.

3. *How can we bring more people into the library?*

David Frappier explained the current KCLS focus is on how they can bring in systemically underserved populations.

4. *How can the advisory board help with these goals related to the underserved populations? And does KCLS have data about what groups want?*

David shared that staff are reaching out to different groups to find out what groups want.

5. *The board would like to keep a standing outreach item on the agenda for future meetings.*

David Frappier and/or KCLS staff will follow up at future meetings.

## **REPORTS**

### **Report #1 – Bellevue Friends of Library**

There was no report.

### **Report #2 – Newport Way Library Association**

There was no report.

### **Report #3 – Bellevue Library staff reports**

David Frappier shared several updates for the Lakeview region.

- The Bellevue library will be closed for three days the week of September 25, 2023 to start the process of renovating the restrooms in the gallery hall. It will take a month to renovate but they need to close for the demolition of the rooms.

- Diversity, Equity and Inclusion workplans are ramping up and Bellevue staff will use the closures next week to focus on these plans.
- The Summer Reading program ended at the beginning of September. David will send the statistics for the region to the board.
- The end of summer celebration at Bellevue was phenomenal. It was not held on the top of the parking garage due to the heat but was successfully held inside the library instead.
- KCLS has hired a new maker space librarian – Brianne Hawes from Seattle Public Library. They have some fiber arts background and will be a great addition to the maker space.

Newport Way Children’s Library Shelby Dupre joined at 6:10 to give an update on the summer reading program. The program included several events in addition to reading such as Lego Block parties, a bug week with master gardeners, story time and more. The Summer Reading Program at the Newport Way Library included over 1,420 participants in programs with 400 participants completing half of the summer reading goal and 271 participants finishing their goals.

David Frappier walked the board through the traffic statistics for August. It was noted that checkouts are trending to digital over physical materials. He asked what the board would like to see on a regular basis and what would help the board? Several board members shared they would like the chance to review the statistics outside of the meeting as that would help determine what statistics would be of interest. David will share the reports with board members before the next meeting.

## **NEW BUSINESS**

None

## **ADJOURNMENT**

The meeting was adjourned at 6:28 PM.

**UPCOMING:** The next meeting will be held on October 17, 2023 at Lake Hills Library at 4:30. The meeting agenda will be distributed before the next meeting.

### Locations for upcoming meetings:

- October 2023: Lake Hills Library, please note the earlier meeting time of 4:30.
- November 2023: Bellevue Regional Library
- December 2023: no meeting

**Minutes Submitted:** By Sarah Rock

**Approved at the October 17, 2023 Bellevue Library Advisory Board Meeting**