

**City of Bellevue
Library Advisory Board**

Monthly Meeting Minutes: April 16, 2024

OPENING

The regular monthly meeting of the Library Advisory Board (the “Board”) was called to order at 5:03 PM on April 16, 2024 by Gunjan Murarka, Acting President. The meeting was held in person at the Bellevue Regional Library with an option for hybrid attendance via Zoom.

MEETING ATTENDANCE

Board Members Present: Kim Anderson, Sam Fetchero, Gunjan Murarka, Kat Pipkin, and Sarah Rock.

Board Members Absent: Imran Siddique

KCLS Representative(s): Ian Chapman, Librarian and Information Services Manager for Bellevue Region.

Friends of the Bellevue Library: Susan Peterson

Newport Way Library Association: Kim Anderson

City Council Liaison: Councilmember Dave Hamilton was unable to attend due to the change in the City Council meeting schedule.

Guests: Alex Tsimerman

APPEARANCES AND PUBLIC COMMENT PERIOD

Alex Tsimerman spoke about Bellevue Ordinance 6752. He expressed his displeasure with the ordinance.

APPROVAL OF MINUTES

Kim Anderson made motion to approve the March 2024 meeting minutes. The motion was seconded and approved unanimously.

REGULAR BUSINESS

Agenda Item #1: New Meeting Day Time

The board discussed different meeting dates and decided that the 2nd Wednesday from 5-6 pm would be the best option. The new meeting schedule will start in May. The anticipated meeting dates for the remainder of 2024 would be:

- May 8, 2024
- June 12, 2024
- July 10, 2024
- August – no meeting
- September 11, 2024
- October 9, 2024
- November 13, 2024
- December – no meeting

Action: the BLAB will communicate with Councilmember Hamilton and the City Clerk's Office.

Agenda Item #2: Gunjan Murarka Resignation

Gunjan will be moving out of the area and will resign after the May meeting. This allows him to complete his officer term and will hopefully allow City Council to recruit for his board position along with the recruitment for Jim's position.

Agenda Item #3: Open Board positions

There was no update on the open board position. A press release for boards and commissions recruitment was released on April 8, 2024. Applications are due by 5pm on Monday, April 22.

Kat and Imran will work with Councilmember Hamilton on interviews.

Agenda Item #4: Officer election for remainder of 2023-2024 term

Kim Anderson was nominated at the March 19, 2024 meeting for the office of Vice President for the remainder of the 2023-2024 term, which ends on May 31, 2024. The board unanimously approved this nomination.

Agenda Item #5: Nominations for 2024-2025 Officers

Per the Bellevue Library Advisory Board by bylaws, officer nominations are held at the April meeting.

- Kat Pipkin was nominated as President.
- Kim Anderson was nominated as Vice President.
- Sarah Rock was nominated as Secretary.

Officer elections will be held at the May 2024 meeting.

Agenda Item #6: Report to Bellevue City Council

Sam Fetchero shared a possible outline for the report to City Council.

1. Program data – this would include both qualitative and quantitative data. Ian responded that the library has recently implanted surveys for all programs and could possibly include this.
2. Usage data – door count, circulation (digital, physical), meeting/study room usage, computer usage. This would rely on existing data from the library's dashboard.
 - a. The one type of usage statistic that would be challenging is meeting room usage.
3. Safety data – number of emergency calls, incident reports, etc. Ian responded that the library does track some of this data and will check to see what is possible to compile and share. Kat shared concerns that we should avoid stereotyping library patrons with this type of data.
4. Uniquely Lakeview (Bellevue) Region features – This could rotate each quarter and highlight things that are unique to our region. For example: Makerspace usage & programs, Crossroads highlights, genealogy collection & programs.
5. Friends of the Library – Could we include any highlights from the two friend groups? For example it was suggested that the Corner shop is the only one in the KCLS system.
6. Future plans – Could the report include KCLS future plans. This might be more of a partnership with KCLS central staff. We would want to check with John Sheller.

Action: Gather numbers for the first quarter of 2024 (Jan-Mar) with goal of presenting a written summary to the Bellevue City Council following the advisory board's June meeting.

Agenda Item #7: Bellevue Library Advisory Board Bylaws

Since Councilmember Hamilton was unable to attend, this item will be delayed to the next meeting.

REPORTS

Report #1 – Bellevue Friends of Library

Susan Peterson shared an update that the Corner Shop is closed due to the renovations and will be closed until the library re-opens. Donations are still being accepted during the renovations.

Report #2 – Newport Way Library Association

Kim shared that the childrens' book sale has been scheduled for June. She believes the date is June 22, 2024 and will confirm before the next meeting. She also shared that donations have been low.

Report #3 – Bellevue Library staff reports

Ian Chapman shared a report of notable events and news from the Bellevue region.

1. The construction at the Bellevue library is the largest event impacting the region. The meeting rooms are open on the ground floor and are being well used. Several computers and printers were setup for patrons to use during the renovation.
2. Story Time has restarted at Crossroads Library. KCLS had to update the MOU in order to hold programs at Crossroads.
3. The final tax volunteer event was held last Wednesday at the Bellevue Regional library in the meeting rooms. It was well attended.

Ian will check on meeting locations for the next meeting. Lake Hills has reading buddy program on 2nd Wednesday from 4-5pm. If Newport Way library is available, the board requested reserving the meeting room for the May 8, 2024 meeting.

Report #4: City Council Report

Councilmember Hamilton was unable to attend.

NEW BUSINESS

No new business was discussed.

ADJOURNMENT

The meeting was adjourned at 6:04 PM.

UPCOMING:

The next meeting will be held on May 8, 2024 at 5PM. Ian Chapman will reserve the Newport Way Library meeting room if it is available.

The meeting agenda will be distributed before the next meeting.

Minutes Submitted: By Sarah Rock

Minutes approved at the May 8, 2024 Bellevue Library Advisory Board meeting.