

KIRKLAND LIBRARY BOARD SPECIAL MEETING
Virtual
August 11, 2021
6:00 p.m.

AGENDA

Zoom Link: <https://kirklandwa-gov.zoom.us/j/94351039796?pwd=cW51cnprckRWRmxUZzdrN0dGNWhRZz09>
Webinar ID: 943 5103 9796
Password: **320646**

1. CALL TO ORDER

2. ROLL CALL

3. ADDITIONS TO THE AGENDA

4. APPROVAL OF MINUTES

a. July 14, 2021

5. BUSINESS

a. Regional Library Manager Report

b. Library Board Goals 2021-2022

(1) Member Progress Reports on Selected Goals

(2) Goals Statement - Discussion and Refinement

6. ITEMS FROM THE AUDIENCE

7. ADJOURNMENT

**KIRKLAND LIBRARY BOARD
VIRTUAL SPECIAL MEETING
123 Fifth Avenue
Kirkland, WA 98033**

**Wednesday, July 14, 2021
6:00 p.m.**

Minutes

1. CALL TO ORDER

Chair Harry Bruce called the meeting to order at 6:01 p.m.

2. ROLL CALL

Present: Chair Harry Bruce and Boardmembers Hannah Goodmansen, Julia Nolan, and Paula White. Boardmember Tracey Tymczynsyn was absent/excused.

3. APPROVAL OF MINUTES

Motion to approve the minutes of the June 9, 2021 Library Board meeting.

Moved by Boardmember Julia Nolan, seconded by Boardmember Paula White, the motion passed unanimously.

4. BUSINESS

a. Regional Library Manager Report

King County Library System Regional Manager Denise Bugallo shared information about current and upcoming events at the Kingsgate and Downtown Kirkland libraries.

b. Library Board Goals

Board members continued to refine and assign action items.

As part of the discussion it was determined to invite KCLS Organizational Performance Project Manager Lisa Fraser to attend the September meeting, and KCLS Government Relations Manager John Sheller to attend the October meeting.

5. ITEMS FROM THE AUDIENCE

None.

6. ADJOURNMENT

The July 14, 2021 Virtual meeting was adjourned at 7:11 p.m.

Kathi Anderson, City Clerk

Harry Bruce, Chair

KCLS Regional Manager Report –Kirkland Library Advisory Board Meeting-August 11, 2021

Glacier Region (Carnation, Duvall, Kingsgate, Kirkland, Skykomish, & Woodinville)



KCLS Services

Updates & Highlights

- ❖ [Masking Guidelines in Libraries Changed July 27](#)
- ❖ [LinkedIn Learning Video Tutorials](#)
- ❖ [Free Museum and Park Passes with your library card!](#)
- ❖ [Pacific Northwest Outdoors eBooks on Overdrive](#)
- ❖ Beginning July 14, patrons began to receive email notifications for overdue items and holds expired. KCLS is still not charging overdue fines right now, but all due dates and renewal limits apply.

KCLS focus on [Accessibility](#)-We invite you to fill out this [short survey](#).

Online Programs & other Activities in August

- ❖ [Silver Kite Arts: Indian Cooking](#), Monday, August 16, 1:30-2:30pm, Ages 18+
- ❖ [Estate Planning and Planned Giving with a Social and Racial Justice Framework](#), Tuesday, August 17, 10-11am., Ages 18+
- ❖ [Tigrigna Family Story Time](#), Wednesday, August 18, 11-11:45am., Ages newborn to 5 years.
- ❖ [Master Gardener Series for Kids At-Home Activities](#), Wednesday, August 18, 12:30pm., Ages 5-10 years.
- ❖ [Bubble Bonanza](#), Thursday, August 19, 2-2:45pm, Ages 4+.

Please register online to receive Zoom link for programs.

<p>KCLS Executive Director's Report & Monthly Blog</p>	
<p>Just the Stats</p>	<p>KCLS 2021 1st Quarter Stats Dashboard</p> <p>KCLS Media Coverage April-June 2021</p>

King County Library System

[KCLS Board of Trustees](#)
Upcoming Meetings: August 25, September 29

Board meetings are held at 5:00pm on the last Wednesday of each month. The meetings are open to the public via Zoom and you must register through the link provided in the posted agenda. Public comment is heard during the first 30 minutes of each meeting.

[2021 KCLS Budget](#)

Kirkland Library Board Goals 2021-2022

The *primary purpose* of the Kirkland Library Board is to act as a bridge between the local community and the Kirkland and Kingsgate libraries by collecting input and communicating with the City, KCLS and library staff about needs in the community that the libraries can assist in addressing.

Reach out into the community to identify needs or issues

- Computer literacy classes, zoom based i.e. digital navigators
- Links to free online resources
- ESOL/ELL classes
- Basic and Financial Literacy classes
- Internet/Broadband access
- Tax preparation assistance
- Job seeker support
- Best ways to communicate resources to community? Example: Sno-Isle Library System
- Survey opinions of Kirkland library (what people want, needs etc.) **(Julia Nolan)**
- Partnership with schools?

Serve as an ambassador to segments of the population that don't currently use the libraries

- Do collections represent diverse segments of the community?
- Help KCLS to identify community organizations/groups for outreach
 - Kirkland Alliance of Neighborhoods **(Paula White)**
 - Kirkland Interfaith Network **(Paula White)**
 - Nourishing Networks **(Paula White)**
 - Finn Hill Neighborhood Alliance **(Julia Nolan)**
 - Various Neighborhood Associations

Raise awareness in the community about what the libraries offer

- Kirkland Summerfest (TBD if held in 2021)
- Participate in Library Information Booth at Juanita Beach Park Farmers Market (Fridays) **(Harry Bruce) (Hanna Goodmansen)**
- Participate in Library Information Booth at Marina Park Farmers Market (Wednesdays) **(Hanna Goodmansen)**

Advocate for library services and programs that meet the needs of the community

- Attend Kirkland City Council meeting **(Harry Bruce)**

Communicate with the Library System on behalf of local citizens (need dates and locations)

- Attend KCLS Board meetings (Harry Bruce)
- Attend Friends of the Library meeting for Kirkland and Kingsgate Libraries **(Harry Bruce)**
- Partner with other libraries in the region (brainstorm - what are they doing?)
- Breakdown as to demographics with a library card - do we know who has one and how it compares to Kirkland population as a whole?
- % of Kirkland residents with library cards - can we guess as to who doesn't (and then maybe make educated guesses as to why they don't?)
- Breakdown as to types of books in library (e.g. % of Black authors, % female, % mystery vs. romance, etc. - what does our collection look like at a macro level?)

Brainstorm ways the libraries can increase community dialog about local issues

- Social Media platforms: Tik Tok, Instagram ads
 - Library Board accounts? (current City policies may not allow)
 - Use of City account to promote Library programs
- Sharing book, TV, Movie or other media/programming recommendations
- Discover/outreach to determine how to identify community needs through senior/teen or other lens and to leverage KCLS resources to meet/support them (CARES, ARPA etc?)

Represent the interests of the Kirkland community at large

- Attend Library Legislative Day **(Harry Bruce) (Paula White)**
- Be knowledgeable about KCLS mission, vision, values and philosophies **(Harry Bruce) (Paula White)**
- Promote the understanding of KCLS policies and procedures **(Harry Bruce) (Paula White)**
- Link library staff with potential community partners **(Paula White) (Harry Bruce)**

From Denise:

We have done these this past year and our re-grouping for this year. Need to figure out funding <https://www.popupstorywalk.org/Blog> with book recommendation algorithm

Julia's suggestions:

1. Book blog – “librarian of the week” recommends favorite books (Julia)
 1. Denise question – would King County library be as a whole be interested in this?
 2. Might there be appetite among librarians to do this?
 3. If interest, reach out to potential librarians + it to see whether this is possible
2. Recommendation algorithm (if you checked out X, you might also like Y and Z) - Julia
 1. Potentially partnering with outside provider (Amazon/Goodreads) to incorporate
 1. Investigate ethics of private partnership
 2. Opt in (probably necessary for privacy concerns)
 3. Best method of building “business plan” presentation to both King County Library + private partnership
 2. Developing on own
 1. Investigate ethics of additional data collection
 2. How to build – cost?
 3. Hosting – long term costs associated with platform
 4. Fund raising and whether this is a best use of funds
3. Survey of Kirkland – what do patrons want? - Julia
 1. Incorporate ideas from brainstorm and build survey
 2. Send to current lists (which? Kathi question)
 3. Julia can provide analysis and report back
4. Data mining of library data – what does our collection look like? (Year, author gender, genre, anything else?). How does this compare to what’s being checked out? Any information available on library card holders? Usage patterns for library (e.g. when things are being checked out, where?) - Julia
 1. Denise – has this been done previously? (If so, what were the results?)
 2. Who to speak to regarding this data?
 3. If exists, pull together data and report on insights
5. Clean up online trainings as well as link to other (similar) resources - Julia
 1. Who currently manages this process?
 2. Are there additional resources beyond current webpage (https://kcls.org/resources-types/courses-training/?_ga=2.3677680.1970844139.1623856209-945154728.1592403762)
 3. Are there best methods of aggregating/collecting training (e.g. computer vs. financial vs. foreign language vs. improving reading?)
6. Book lockers in additional locations – investigate possibilities - Julia
 1. Cost
 1. Upfront
 2. Ongoing
 3. Fundraising
 1. Bond?
 2. Library funds?
 3. Fundraising program?
 4. Grants?
 2. Locations
 1. Which would best “span” the distance
 2. How do we get permission to install these?
 3. Public interest
 1. Survey or other tool to determine if this is desired
 2. Mapping of distance between patron homes + current libraries
 3. Usage of current book lockers