The regular monthly meeting of the Spokane Public Library Board of Trustees was held on Tuesday, June 20, 2017 at the Eastside Branch of the Library.

Present were:
MEMBERS
Mr. Jim Kershner, Chair of the Board
Ms. Mary Starkey, Vice-chair of the Board
Ms. Lara Hemingway
Mr. Nathan Smith
Mr. Casey Linane-Booey

COUNCIL LIAISON
Karen Stratton, Absent

LIBRARY DIRECTOR
Mr. Andrew Chanse

CALL TO ORDER
The meeting was called to order at 4:30pm by Mr. Kershner.

VISITORS
Emily Maiani
Caris O’Malley
Sally Chilson
Tara Neumann
Amanda Donovan
Rob Roose
Jason Johnson
Jacque Smithley
Charles Hansen
Ellen Peters
Brenda Kochis
Alan Wagner
Natalie Hildebrand
Thomas Herrlinger
Pat Bonner

CHANGES TO THE AGENDA
None

APPROVAL OF May 16, 2017 MEETING MINUTES
Ms. Hemingway moved to approve the minutes. Ms. Starkey seconded the motion. The motion passed unanimously.

APPROVAL OF BILLS AND CONTRIBUTIONS FOR May 16, 2017
Ms. Hemingway moved to approve the bills and contributions. Mr. Smith seconded the motion. The motion passed unanimously.

**FINANCIAL REPORT**
Ms. Maiani submitted her written report and noted we crossed over the $2 million mark in cash and investments. We have $1.17 million in reserve which equals 56 days of operating cash. Ms. Maiani highlighted the progress we have made in regards to the fiscal management policy. She stated we received our first payment of the levy lid lift funds and we will receive another payment in late November or early December of this year. Ms. Maiani noted a few departmental expenditures and reimbursements for projects we have received from the Friends of the library.

**CHAIRMAN’S REPORT**
None

**EXECUTIVE DIRECTOR’S REPORT**
Mr. Chanse submitted his written report and thanked the Shadle team for their quick, professional response to a fire incident at the branch a few weeks ago. He stated we will be bringing the first draft of budget to the board at their August meeting. Mr. Kershner inquired more about the fire at Shadle branch. Mr. Chanse stated a citizen started a fire in the men’s bathroom and a suspect was detained later.

**COUNCIL LIAISON REPORT**
None

**FOUNDATION REPORT**
Ms. Bain was absent but submitted her written report highlighting some of the foundations grant work.

**COMMUNICATIONS REPORT**
Ms. Donovan submitted her written report and provided a brief introduction of the presentation we will hear later in the meeting from the company Klundt Hosmer, who we have chosen for our rebranding. Mr. Linane-Booey asked when the last rebranding for the library occurred and Ms. Chilson replied 2003. Ms. Donovan highlighted a few items in her report, specifically a successful Facebook live program regarding hiking trails in the area. The video has had 500 views since then, 14 people were watching at any given time, and over 81 people attended in person. Mr. Chanse stated he watched it live and was very impressed.

**NEW BUSINESS**

12a. Eastside Branch Presentation
Mr. Chanse introduced our Customer Experience Manager, Thomas Herrlinger, to present on the Eastside Branch.
12b. Rebranding Presentation
Representatives from Klündt Hosmer, Darin Klündt and Gilbert Sandoval, introduced themselves and their company. Mr. Klündt and Mr. Sandoval explained how the rebranding process works and how the library will be a part of that process. Mr. Kershner asked to hear more about tone development and how that will be incorporated for our library system. Mr. Klundt stated we will have key messages when we advertise to different populations. Discussion followed on how broad the library’s reach is in the community and how we will have a different approach than a business would with rebranding.

12c. Approval of new expenditures for 2017
Mr. Chanse stated this item was brought to finance committee earlier this month for review and he asked Ms. Maiani to present the expenditure requests. Ms. Maiani stated we had $1.08 million in levy lid lift projections which equaled an additional $90,000 extra from what the city originally projected. We also saw another $50,000 in surplus funds from 2016. The requested $169,600 will cover the rebranding, improvements to the 3rd floor at the Downtown library and another round of bed bug inspection/treatment. Ms. Maiani asked Mr. Johnson to describe the proposed improvements to the Downtown Library. Mr. Johnson outlined the features and how the collection will be transitioned to the 2nd floor and how the 3rd floor will be redesigned for easier access to customers. Ms. Smith moved to approve the new expenditures. Ms. Starkey seconded the motion. The motion passed unanimously.

ADDITIONAL ITEMS/CHANGES TO THE AGENDA
None

PUBLIC COMMENT
Ms. Kochis asked if the bed bug inspections and treatments cover the Friends of the Library donations and bookstore. Ms. Maiani described the process and noted the donations are being covered in the process.

NEXT REGULAR MEETING
The next regular meeting will be August 15, at the Downtown Library. Mr. Kershner announced there will be a special meeting of the trustees on Friday, June 30th, 2:00pm at the Downtown Library.

EXECUTIVE SESSION
None

ADJOURNMENT
The meeting adjourned at 5:34pm.

Secretary

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