

## **MINUTES OF THE BOARD OF TRUSTEES MEETING**

**January 21, 2020**

The regular monthly meeting of the Spokane Public Library Board of Trustees was held on Tuesday, January 21, 2020 at the Downtown branch of the Library.

Present were:

### **MEMBERS**

Ms. Mary Starkey, Chair of the Board  
Ms. Lara Hemingway, Vice Chair of the Board  
Mr. Nathan Smith, Absent  
Mr. Casey Linane-Booey IV  
Mr. Jim Kershner

### **COUNCIL LIASION**

Ms. Kate Burke

### **LIBRARY DIRECTOR**

Mr. Andrew Chanse

### **CALL TO ORDER**

The meeting was called to order at 4:30pm by Ms. Starkey.

### **VISITORS**

Rae-Lynn Barden  
Penny Brown  
Nicole Edwards  
Brenda Kochis  
Amanda Donovan  
Tara Neumann  
Jason Johnson  
Paul Chapin  
Charles Hansen  
Caris O'Malley  
Ellen Peters  
Sally Chilson  
Lisa Cox  
Ashley Lock  
Matt Walker  
Janet Hacker-Brumley  
Natalie Hildebrand  
Alan Wagner

### **CHANGES TO THE AGENDA**

None

### **APPROVAL OF DECEMBER 17, 2019 MEETING MINUTES**

Ms. Hemingway moved to approve the minutes. Mr. Linane-Booey IV seconded the motion. The motion passed unanimously.

### **FINANCIAL UPDATE**

Ms. Brown stated we are in period 13 and will present financial statements for year end 2019 and January 2020 at the next trustee meeting. We signed a contract with McKinstry for \$156,000 in services that will last until we certify our occupancy at the new branches. Ms. Brown stated our upgrades to the STA plaza are well under way with the electrical work almost complete and the painting is on schedule. The city has a contract with Reinland Auctions for surplus furniture and we are working with them to coordinate a one-day auction for the public and employees. We will be utilizing this opportunity to clean our storage facility as well. Ms. Brown concluded her report by describing the process for decommissioning the art at the Shadle branch. Mr. Walker (Hill International) stated they are working on finalizing the schedule the GCCM projects and will be going out to bid in February/March for the Hive and Liberty projects.

### **CHAIRMAN'S REPORT**

Ms. Starkey commented on the editorial Mr. Chanse wrote in the Sunday issue of the Spokesman Review.

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

Mr. Chanse submitted his written report and began by stating the temporary 'To Be Continued' branch opened successfully at the Northtown Mall. Mr. Chanse along with the design team presented the Shaw campus design to the city's design review board. The board recommended the project be approved as submitted. The 'The Hive' and Liberty Park branches will be presented to the design board tomorrow. He stated the library is excited to host the 'Grow with Google' event tomorrow at the Downtown Library in the 3<sup>rd</sup> floor lens. We are honored to be the only library selected to host the event. He concluded his report by noting the unexpected closure of the Indian Trail branch this past Saturday due to heat pump failure this past Saturday. The branch was able to open again to the public as of noon today.

### **COUNCIL LIAISON REPORT**

Ms. Burke stated the workgroup that is designing the new city flag has begun their meetings. She stated the group would like to look for ways to partner with the library in getting community input. Ms. Burke stated the state's legislative session started and the city's legislative priorities are on online for citizens to view. She is now on the 'Priority Spokane' board and they are focusing on childhood trauma and will be focusing on childcare issues in our city. Ms. Burke noted her concerns about the location of our homeless customers during the Downtown library's construction specifically those who are also banned from the plaza where the temporary location will be. She concluded her report by stating Betsy Wilkerson was appointed to the City Council and sworn in on Sunday.

### **COMMUNICATIONS REPORT**

Ms. Donovan submitted her written report and began by stating our top Facebook and Twitter posts were our communication around the free Wi-Fi in the park. Visitors to the park can now access the service at the Numerica Skate Ribbon, which has already seen 4,000 unique logins and 160,000 sessions. She noted we opened the 'To Be Continued' space at the Northtown mall and will be sending our 'fine free' information directly to those customers it impacts. The focus for the next few weeks will be working on moving our Downtown branch to the STA plaza. The



wall breaking ceremony has been scheduled for Friday, February 14<sup>th</sup> at 10:30am and the trustees should have received an email invitation.

## **UNFINISHED BUSINESS**

### **10a. Policy Review**

Ms. Starkey indicated Mr. O'Malley individually reached out to the trustees to answer questions that were brought up last month regarding the adoption of the American Library Association's Library Bill of Rights, the Urban Library Council's Statement on Race and Social Equity, and the new SPL policy on programs and presenters. The trustees indicated their questions were sufficiently answered. Mr. Linane-Booey IV moved to approve the policies as presented. Mr. Kershner seconded the motion. The motion passed unanimously.

## **NEW BUSINESS**

### **11a. Downtown Branch Presentation**

Community Engagement Manager, Jason Johnson, presented a preview of the temporary library branch at the STA Plaza.

### **11b. Collection Fee Waiver**

Mr. O'Malley followed up the trustee's questions regarding the \$8.95 collection fee that would remain on about 600 customer accounts after the fines were waived. Ms. Starkey inquired how much the library will have to pay to remove the collection fee. Mr. O'Malley stated it is around \$6,000, but we see the fee as cost of doing business. He stated we need customers to return the items and this cost would be no greater than if we sent mailers for those lost items as our overdue infrastructure to recover items is much greater. Mr. Linane-Booey IV asked about the gifting of public funds and Mr. O'Malley stated because all citizens can take advantage of this new policy and it is only for the people have returned items there should not be an issue. Those customers who have not returned their materials will still be assessed the collection fee. Mr. Kershner moved to zero out the accounts that were left with only a debt collection fee. Ms. Hemingway seconded the motion. The motion passed unanimously.

### **11c. Purchase and Sale Agreement for Library property on Nevada Street**

Mr. Chanse stated in May of 2013, the Nevada street property was put up for sale. The library has received an offer with the same group that made an offer last year in the amount of \$500,000. This is less than the original listing of \$683,000 however our agent feels this is a good offer. Mr. Chanse tentatively accepted the offer on the condition of board approval. Mr. Kershner moved to approve the purchase and sale agreement for Library property located on Nevada Street (Parcel No. 36294.0063). Mr. Linane-Booey IV seconded the motion. The motion passed unanimously.

## **PUBLIC COMMENT**

Ms. Kochis reminded the board of the Friends of the Library winter book sale which will occur Wednesday, February 12 through Saturday, February 15 at the Downtown Library.

**EXECUTIVE SESSION**

None

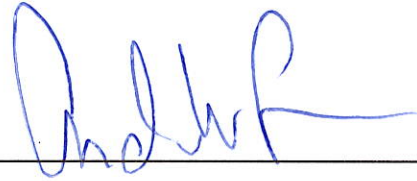
**NEXT REGULAR MEETING**

The next regular meeting will be Tuesday February 18, 2020 at the Hillyard Library.

**ADJOURNMENT**

The meeting adjourned at 5:42 pm.

Secretary



Chairman, Board of Trustees



Date

