

PRESENT

Bruce Reynolds (presiding & secretary), Shay Shortt, Jason Robertson, James Park, Michele Robbins, Amy Egger (interim KCLS Cluster Manager), and Laura Boyes (incoming Cluster Manager, effective February 1st).

CALL TO ORDER

Meeting called to order at 7:00 PM. All board members were present, so there is a quorum.

INTRODUCTIONS

Laura Boyes is going to be the cluster manager for the new, realigned cluster, effective February 1st. Laura is currently managing the cluster of Woodinville, Carnation, Duvall, Fall City, Snoqualmie, Skykomish, and North Bend. The new cluster will be Redmond, Woodinville, Duvall, Carnation and Skykomish. Woodinville, Duvall, Carnation, and Skykomish have been in the new staffing model for two years already.

The cluster will be sharing staff. Redmond will be gaining more children's hours. A librarian from Carnation and Duvall (Rayma) will move to mostly Redmond, with some time at Duvall. Redmond will go from 20 hours to 40 for children's services. Most staff will work at two libraries. Laura will be scheduled for 2 days a week in Woodinville and 3 days in Redmond, but will spend time elsewhere in the cluster. In the new model, the cluster manager will rarely work on the service desk. Only Redmond and Woodinville have information services desks and PSAs. Operations Supervisors are also PSAs. Mary Comstock will be in charge of Librarian Services for the cluster.

Laura has been with KCLS for about 25 years, and has been a reference librarian, a teen services librarian, a managing librarian, and a cluster manager.

CLUSTER MANAGER'S REPORT

Circulation

December Programs

- Partnered with Redmond and tied programming to the Redmond Lights celebration, including Dickens: A Christmas Carol, and Puget Sound Brass Holiday Concert. Both were popular and well-attended.
- Two Love Your E-Readers programs, pre-scheduled. Both were busy. Not a lot of planning, very little publicity, but people were queuing up waiting.

2015 KCLS Program

- Mind Matters booklets are available, covering the 1st quarter.

Upcoming Special Programs

- World Speaker Forum coming up.
- Hindi world story time is back. Used to have it a few years ago, but lost the volunteer resource.
- Is anyone going to Legislative Day? Laura goes almost every year, and would love to have us join her. There is a free bus. Board members probably will not attend because it's a workday.

Issues

- Staff is transitioning to the new model on February 1st.

Director Search

- Director will start in February. He's been in town looking at houses.

Community Study

- Community Study is now in draft format. Interviews done. Currently pulling together the research. Preliminary highlights: 1) KCLS/Redmond has identified a gap in services targeting tweens, 8 or 9 years old to 12. 2) Feedback from the community is that Redmond doesn't have a strong sense of community. 3) KCLS/Redmond has identified a need for services targeting adults; homeless adults, home-bound adults.
- Next step is meeting to discuss everything, is there a gap, what are the targets, and planning how to target these needs. Mary Comstock is working on this.
- Redmond is a commuting city. Most residents who work leave during the day (only 26% of working residents work in Redmond), and the population of Redmond doubles during the day (111% come in).

Coordination with City about Shelters and Homelessness

- Stephanie Zero (teen librarian) seems to be the main liaison with the homeless shelter, and goes to the shelters several times each month.
- Two-day training on survival-based youth. Most staff have completed it.
- Melissa is the safety coordinator. There will be ongoing meetings among the staff about safety.
- Amy is walking the perimeter every couple of hours. Being a presence and building a relationship. Library security zone includes sidewalks out to the street. Homeless have been very good about not blocking. Noise can be an issue, but they are responsive. Smoking is an issue. Redmond is twice as busy as the Woodinville library, and Woodinville has few security issues, so Laura will have to come up to speed.
- Still working to manage Patron expectations. Still working with RPD, happy with RPD, resisting RPD desires to arrest and transport.

Automatic Materials Handling

- AMH usage percentage is still only high 70s, which is too low. Would like to get it into the mid-80s. Patrons who don't use AMH use the drop and bring items to the desk.

OLD BUSINESS

Friends of the Redmond Library

- Friends' Day. Bruce attended. There was tons of food, free books, swag, and a very entertaining talk by a local author. The new Friends' handbook is available. There is also a KCLS webpage devoted to Friends Groups.
- Bruce (both days) and Kirsten (the first day) attended the Microsoft Giving Fair. Nobody that Bruce talked to was aware that you could donate books to the library.
- Shay went to the holiday party. Mary & Marion were there from KCLS.

Redmond Library Blog

- Jason posted last month, thanks!

Community Connections - Arts

Community Connections - City Neighborhoods

- Someone will have to meet with Michelle to take over her connections with Kim, the city, and the citizen's academy. No-one identified yet. Did you know that one of the biggest problems with the City of Redmond's sewer system is floss? Sign up for the academy next year...

Center for Nonprofit s

Youth Member

PEST Analysis

NEW BUSINESS

Board Forums

- Bruce was there. Laura was there, too. Training was about how to identify assets in your community.

Member Transitions, Meeting Schedule

- Michelle's term expires on March 31st, even though she has not served a five-year term. She will be moving to Oregon in a few months, so we'll advertise a board opening in February. We'll miss her! According to Redmond code, Michelle will be a member of the board until a replacement is sworn in.
- The new meeting schedule has been cleared by the Mayor and is published on the city website. We'll meet only every other month, on the first Wednesday of the odd-numbered months, January, March, May, July, September, and November.

ADJOURNMENT

Meeting adjourned at 8:10