

MINUTES OF THE BOARD OF TRUSTEES MEETING**May 16, 2023**

The regular monthly meeting of the Spokane Public Library Board of Trustees was held on Tuesday, May 16, 2023 in-person at The Hive with virtual access via Zoom meetings.

Present were:

MEMBERS

Ms. Lara Hemingway, Chair of the Board
Ms. Dani DeJaegher
Ms. Mary Starkey
Mr. Gary Stokes - Absent
Ms. Shelby Lambdin - Absent

COUNCIL LIASION

Councilmember Zack Zappone - Absent

LIBRARY DIRECTOR

Mr. Andrew Chanse

CALL TO ORDER

The meeting was called to order at 4:34pm by Ms. Hemingway.

VISITORS

Penny Brown
Nicole Edwards
Alan Wagner
Tara Neumann
Alina Murcar
Natalie Hilderbrand
Ashley Lock
Eva Silverstone
Jason Johnson
Lisa Cox

CHANGES TO THE AGENDA

None

APPROVAL OF April 18, 2023 MEETING MINUTES

Ms. DeJaegher moved to approve the motion. Ms. Starkey seconded the motion. The motion passed unanimously.

APPROVAL OF April 2023 BILLS AND CONTRIBUTIONS

Ms. Starkey moved to approve the motion. Ms. DeJaegher seconded the motion. The motion passed unanimously.

FINANCIAL UPDATE

Operations: Ms. Edwards reported on the cash and investment trends. The library had enough cash and investments to pay 131 days of operating costs. Expenditures for April totaled \$1,021,142. The utility truck was purchased for Facilities for \$60,242. In Business Office news, we have reached a significant milestone and are now fully operational across the system post-bond construction. Business Office will implement a ticketing system for staff to be able to submit questions and access information available on our internal staff site. No further questions.

Bond: Ms. Brown explained there was nothing executed under special authority. Bond projects are winding down. Department of Revenue is experiencing staffing issues and it is slowing closure on some of the projects. The Hive has experienced issues with a swale, but it appears an irrigation modification is successful. The open project count was presented and Ms. Starkey asked which three projects were added since December. Ms. Brown explained public works projects are added when work is performed on-site and essentially anytime work is performed on a building it is public work. No further questions.

CHAIRMAN'S REPORT

None

EXECUTIVE DIRECTOR'S REPORT

Mr. Chanse explained there was a lot of travel and learning in the last month to better benefit our libraries, such as the roles of staff, security, and social services. Mr. Chanse attended the library director roundtable in New York City to learn how other libraries are functioning as the country is coming out of the pandemic. Mr. O'Malley, Ms. Donovan, and Youth Environmental Specialist Mason Neil presented on library playspaces in Arhus, Denmark. The library hosted its first U.S. Naturalization ceremony. Mr. Chanse met with Melissa Huggins, Spokane Arts Director to discuss changes in Cultural Access Fund legislation. The library now has access to Newspapers.com's West collection for better access to regional newspapers. For the DEI book club, we will discuss *What We Don't Talk About When We Talk About Fat*. Alan Wagner will retire at the end of May and we are actively recruiting for this position. STAR Spotlight went to Sophie Strom. On May 9, the Downtown Safety Collaboration meeting happened with organizations locally. There was a decrease in security issues at Central Library. Lastly, it is currently budget season at the City.

Ms. Hemingway asked if there is a final day of Mr. Wagner's employment. Mr. Wagner will phase out after a new Human Resources Director is chosen. Ms. Hemingway asked if there were questions about censorship at the CEO summit. Mr. Chanse explained there were more conversations about helping rural libraries and highlighted what other libraries are doing. Ms. DeJaegher asked what the reason for the decrease in safety issues was. Mr. Chanse explained it could be related to weather and the changes we've been making over the past few months. He added that the City asked us to become a cooling center this summer. Mr. Chanse will consider it if they have a plan in place to support the library after regular operating hours. Ms. DeJaegher asked if they presented the heat maps or anything. Mr. Chanse said they presented at cabinet, and they have the information. No further questions

COUNCIL LIASION REPORT

None

COMMUNICATIONS REPORT

Ms. Murcar presented the communications report with highlights such as the Business Time newsletter, large-scale special events in April, new materials being sent for translation about library services, and large events for Library Giving Day on behalf of the Foundation and the Friends of the Library Book Sale. Ms. Murcar presented insights on social media and earned media from April. Ms. DeJaegher commented the Friends were grateful for the marketing coverage for the Book Sale. No further questions.

PROGRAMMING REPORT

Mr. Johnson provided an overview of programming and explained the value score was undergoing improvements. There were 295 events in April and over 5,000 people attended these programs. Mr. Johnson explained the breakdown of program attendance among all library locations and provided highlights from some of the programs last month. KYRS had their first fund-drive in the building and received many positive comments about the sound since they are now broadcasting from the library. Ms. Hemingway asked if the Emily Brownlee concert was broadcasted through KYRS. Mr. Johnson confirmed. Mr. Chanse shared some programming information he learned at the CEO Roundtable about staffing events. Ms. Hemingway asked what should be pulled from the data report. Mr. Johnson explained we are assessing the data to better understand value scores and that the tool will evolve into a one-on-one with a supervisor to better evaluate programming. No further questions.

NEW BUSINESS

13a.: Employment Engagement Survey Summary – Alan Wagner

Mr. Wagner submitted an edited summary to the packet and presented a summary of results from the Employment Engagement Survey. Engagement was lower in 2022 due to effects from the pandemic and library construction. 2023 saw higher engagement which could be attributed to engaging new staff members. Ms. DeJaegher asked that if teams have been working together if that provides more opportunity to fix issues and learn. Mr. Wagner confirmed. No further questions.

13b.: Artists-in-Residence/The Hive – Eva Silverstone

Ms. Silverstone shared an overview of the Artists-in-Residence at The Hive and how The Hive operates. Ms. Starkey asked how artists are selected. Ms. Silverstone explained the process of how an artist is evaluated and selected. She then provided examples of some of the artists who utilized the studios. Ms. DeJaegher shared comments about the need for space for artists and that Ms. Silverstone's presence is important to the building. No further questions.

EXECUTIVE SESSION

None



PUBLIC COMMENT

The public had the option to email trustee@spokanelibrary.org with any comments and none were received.

NEXT REGULAR MEETING

The next regular meeting will be Tuesday, June 20, 2023. Location will be at Central Library.

ADJOURNMENT

The meeting adjourned at 5:49pm.

Secretary _____

Chairman, Board of Trustees _____ Date _____