

## **MINUTES OF THE BOARD OF TRUSTEES MEETING May 21, 2013**

The regular monthly meeting of the Spokane Public Library Board of Trustees was held Tuesday, May 21, 2013 at the Downtown Library.

Present were:

MEMBERS	Ms. Janice Marich, Chair Mr. Jack Fallis Mr. Nathan Smith Ms. Anne Walter
LIBRARY DIRECTOR	Mr. Andrew Chanse
CITY COUNCIL LIAISON	Mr. Ben Stuckart

### **CALL TO ORDER**

The meeting was called to order at 4:30 p.m.

### **VISITORS**

Charles Hanson (EWGS), Mike Piccolo (City Legal), Mike Werner (City), and Mike Livingston, Craig Soehren from Kiemle & Hagood.

### **CHANGES TO THE AGENDA**

Moved 13A to top of agenda.

### **APPROVAL OF April 2013 MEETING MINUTES**

Jack Fallis moved to approve the minutes of the April 16, 2013 Board meeting. Anne Walter seconded the motion, which carried unanimously.

### **APPROVAL OF BILLS AND CONTRIBUTIONS FOR PERIOD 13, 2012 AND JANUARY 2013**

Nathan Smith moved to approve payment of the bills for Period 13, 2012 in the amount of \$160,488.02, voucher sequence #38254-38398, payment of the bills for January 2013 in the amount of \$621,042.66, voucher sequence 38371-38564, and contributions for January 2013 in the amount of \$2,278.33. Jack Fallis seconded the motion, which carried unanimously.

### **NEW BUSINESS**

#### **13A PRESENTATION OF REAL ESTATE SERVICES**

Mike Piccolo explained that the City of Spokane has entered into a plan with Kiemle & Hagood. By state law the library manages their own property but they could decide to also enter into agreement with Kiemle & Hagood to handle the sale under the umbrella of the city's contract. The Board went to executive session after presentations to discuss entering into an agreement with Kiemle & Hagood.

Mike Livingston and Craig Soehren from Kiemle & Hagood introduced themselves and distributed copies of an opinion to the board (copy attached to file version), and outlined findings.

Mr. Livingston and Mr. Soehren discussed the current climate of commercial real estate in north Spokane listing the following challenges:

- The market is on an uptick, but appraisers will only look at the past, so they will value the land based on last four years and comparables.
- There are not a lot of comparables in that area.
- Northpointe neighborhood just north attracts more development

With these issues in mind they suggested a value of \$7-8 square foot, and said the library should anticipate 6-24 months of market time.

When asked by the board, Mr. Piccolo advised that the library entertain two separate motions. One to prepare an addendum to the city contract with Kiemle & Hagood. And a second motion for the library director to sign a sales contract with a minimum price that would be established in executive session.

Ms. Walter asked what is the advantage of working with Kiemle & Hagood, and should the library consider working with another real estate company. Mr. Stuckart explained that the city already went through a vetting process and had 20-25 hours of meetings to determine the best realtors for city purposes. Kiemle & Hagood came out of a thorough request for proposal process, so rather than spend more time and money the library should use Kiemle & Hagood. Mr. Smith agreed.

Mr. Smith moved that Mr. Piccolo prepare an addendum to the city contract. Mr. Fallis seconded, and the motion passed unanimously.

### **EXECUTIVE SESSION**

There was a 10 minute executive session. At 5:20 the meeting was called back to order. Nathan Smith motioned to authorize the library director to accept any offer above 90% of the listing price for the Nevada property. Jack Fallis seconded, and the motion carried unanimously.

### **FINANCIAL REPORT**

Steve Shagina reported that because he only received the first run of the 2014 budget the day before the meeting he would wait until the June meeting to give a report. He said that the budget run did not reflect the levy monies. Mr. Stuckart emphasized that the Library gets the levy money, and advised Mr. Shagina to call him immediately if levy money isn't reflected in the budget from City Hall.

### **PERFORMANCE REPORT**

Mr. Chanse reported an uptick in circulation, but could not pinpoint why this is happening. He said it is congruent with other area libraries. Database session numbers showed a significant drop, but are provided by vendors and are not reliable. Mr. Stuckart said because the database session numbers are so erratic and unreliable it

may be better to take them off the report. The board directed this discussion of including or deleting database session statistics to the expertise of the library staff.

### **CHAIRMAN'S REPORT**

Janice Marich welcomed everyone to her first meeting as Chairperson.

### **LIBRARY DIRECTOR'S REPORT**

Because Andrew Chanse has only been director for seven days, he simply reported that he is excited to work for the library, and is looking forward to the future as director. No written report was submitted.

### **FOUNDATION REPORT**

Foundation Officer Sandra Kernerman reported that the recent You Can't Do That in the Library was a disappointment, only earning approximately \$1,800 which causes the Foundation to show a deficit for 2013. She will spend the summer regrouping and planning for the fall dinner event.

### **COMMUNICATIONS**

Communications Manager Eva Silverstone briefly discussed the library's upcoming newsletter and reported that Cindy Hval from the *Spokesman-Review* called regarding an article she is planning about the preschool play and learn program, as well as other summer activities for children.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

#### **13b. Rules of Conduct Revision**

Dennis Fredrickson presented some revisions to the Rules of Conduct. Mr. Fredrickson reported most of the revisions were simple changes to the language; for instance, a reference to a coffee bar that is no longer at library was removed. The revision also outlines a ban of electronic cigarettes. Nathan Smith moved to pass the revisions, Jack Fallis seconded and the motion passed.

### **ADDITIONAL ITEMS/CHANGES TO THE AGENDA**

There were no additional agenda items.

### **PUBLIC COMMENT**

There was no public comment.

### **NEXT REGULAR MEETING**

The next regular Board meeting will be held Tuesday, June 18, 2013 at the Downtown Library.

### **ADJOURNMENT**

The meeting adjourned at 5:30 p.m.

Secretary \_\_\_\_\_

Chairman, Board of Trustees \_\_\_\_\_ Date \_\_\_\_\_