

LIBRARY BOARD MEETING AGENDA



City of Lake Stevens Vision Statement

By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

January 19, 2023 - 4:30 PM

TWO WAYS TO PARTICIPATE:

In Person: The Mill, Sawyers Room, 1808 Main Street, Lake Stevens OR

Join Zoom Meeting: <https://us02web.zoom.us/j/82205505968>

or call in at: 253-215-8782 Meeting ID: 822 0550 5968

- 1. Call to Order**
- 2. Roll Call & Introductions**
- 3. Approval of Minutes**
 - A. October 20, 2022 Minutes
- 4. New Business**
 - A. New Library Board Member
 - B. Still one open seat on the Library Board
 - C. Board Secretary Position
- 5. Reports**
 - A. Friends
 - B. Managing Librarian/Sno-Isle Libraries
 - C. Report from the City
- 6. Board Comments**
- 7. Next Meeting Date: April 20, 2023 at 4:30 p.m.**
- 8. Adjourn**

THE PUBLIC IS INVITED TO ATTEND

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

Lake Stevens Library Board

October 20, 2022

The meeting was hosted via Zoom and In Person (Hybrid) and called to order by Abe Martinez at 4:37 p.m.

In Attendance

Library Board: Abe Martinez, Shaelynn Charvet Bates, JoAnne Van Leuven, Emily Stainbrook, LeeAnn Balbirona

Sno-Isle: Chy Ross, Lindsay Hanson, Antoinette Morales-Tanner

Friends: Melissa Knaak

City Council: Mary Dickinson

City: Kelly Chelin, Troy S., Brett Gailey, Russ Wright

Guests: Matt Aalfs, Kate Weiland

Excused Absences: Melissa Maffeo, Andy Powers

Non-Excused Absences: None

Roll Call & Introductions: Note that Canace Barlow is not in attendance and will be moving.

Approval of Prior Meeting Minutes

The Board approved by unanimous consent the minutes of the July 21, 2022 meeting as submitted. On vote the motion carried (10-0-0-0).

New Business:

- A. Two open seats on the Library Board. Both are mid term vacancies, expiring in 2023 & 2024. Instructions and applications for the vacancies are on the city's website.
- B. Status on Construction of New Library Building- move to reports

Reports

Friends of the Library: Melissa Knaak, President, said she will be stepping down from her role as president and moving to secretary. Dana B. will assume the role of president and James, vice-president. Aquafest book sales exceeded \$2000 and was well attended. They are looking to replicate the method of sales again next year. Advent sales are ongoing and doing well, exceeding \$2150 and 1500 books. New meeting day & time for FOL are forthcoming. Abe Martinez recognized FOL week of October 16-22 and noted the City Council acknowledged this at the previous meeting.

Lake Stevens Library Report: Antoinette Morales-Tanner prepared written report.

Sno-Isle Library Report: Chy Ross introduced the principal architects for the Chapel Hill/Lake Stevens library project: Matt Aalfs and Kate Weiland from Building Work. Currently the project is in the pre-design phase, moving to site work. Site analysis, wetlands location and survey work are complete.

Demolition permit being applied for soon. The design team is being selected. There will be opportunities upcoming for community engagement. Analysis of the site will determine timeline of construction.

Question from Mary Dickinson: What will happen to the rock? It is an icon at the site.

They see lots of opportunities to incorporate that into the landscape design.

Comment from Mary Dickinson: Ramps and access are very important with the disabled and young neighbors. Would like to see clearing on the land by years' end.

Matt Aalfs spoke to the need for the library to represent the community. Wetland's delineation is needed to determine square footage available for the building. There are also Lake Stevens parking requirements.

City of Lake Stevens report: Mayor Gailey stated that the adjacent Chapel Hill property received 3 proposals. The city will surplus the land, not use it for their own purposes. It is zoned commercial.

Comment from Shaelynn Charvet Bates: Please find a buyer that will compliment the library site. Mayor agreed.

Board Comments: Abe Martinez reminded all that the request for a crosswalk to the new library remains. Russ Wright commented that it is a major capital project, and it is not in current plans. Abe Martinez commented that the issue is being left for Sno-Isle Library to address.

Abe Martinez let Library Board know Melissa Maffeo will be stepping down as secretary and that position will need to be filled.

Adjournment:

LeeAnn Balbirona made a motion to adjourn the meeting and Joanne VanLeuven seconded it. (The motion passed unanimously) Meeting adjourned at 5:23 p.m.

Next meeting: January 19, 2023 at 4:30 p.m.

Lake Stevens Library Board Report

January 19, 2023

Antoinette Morales-Tanner, Lake Stevens Library Manager

Lindsay Hanson, District Manager

Programming and Outreach Updates:

4th Quarter 2022:

- **Construction Storytime:** Children’s librarian Jordyn Richey presented a family story time featuring stories about the construction of new libraries.
- **Handmade Card Making:** Library Associate Lauren Hebert coordinated this all-ages craft program to create handmade cards and envelopes.
- **Reading Night at Stevens Creek Elementary:** Attended by Jordyn Richey
- **Chilly Penguins:** Self-directed program for children. Color in a sweater to help our paper-penguins stay warm this winter!
- **Lake Stevens School District Outreach:** Outreach librarian Jannah Minnix was able to connect with the principal of Homelink and the Director of Equity, Diversity and Inclusion to provide information about how Sno-Isle can support educators.
- **Early Learning Center Outreach:** Jordyn Richey will be visiting the Early Learning Center each month to host programming and share information about library services.
- **Presentation to Lake Stevens Kiwanis:** Antoinette Morales-Tanner visited the Kiwanis at their December 14th meeting to share updates about library resources.

2022 Lake Stevens Recap:

In Person Visitors: 47,701

Checkouts: 91,295 with the most checkouts in August 2022

Library Card Registrations: 13,307

2023 Programming Plan: Staff have worked over the last several months to put together a comprehensive plan for 2023 library programs in alignment with Sno-Isle’s new programming strategy, which highlights diverse, inclusive programming, connecting with community partners and local experts, and coordinating among nearby libraries. Lake Stevens Library’s 2023 in-person programming plan includes:

- Quarterly all-ages programs at offsite locations.
 - The first program will be Friday, February 24th at the Senior Center. We have invited the Woodland Park Zoo to bring a few animals and talk to attendees about ways they care for the animals at the zoo.
- Monthly all-ages programs at the Library.
 - January 21st will be an all-ages program, “Color in the New Year”
- Monthly family story time programs on Saturdays
 - January’s program was a Winter Wonderland themed stay and play
 - February will be a Lunar New Year family story time
 - March will be “Welcoming Spring with Holi”
- Weekly baby and toddler story times and weekly Little Science Lab for preschoolers

Online Programming Continues: Staff at the Lake Stevens Library are continuing to host a wide array of online programming—Craft & Chat, Talk Time, and online book clubs are very popular. Sno-Isle also recently launched an online story time in Russian, which is offered every Monday morning.

PrimeTime Grant: Richey has applied for a Washington Humanities grant to bring PrimeTime programming to Lake Stevens. The library is partnering with Stevens Creek Elementary to bring a six-week reading program for families. The families will meet each week, share dinner together, and hold a lively reading discussion with the help of a professional scholar and storyteller. The program will begin March 7th, and the library is actively seeking sponsors to help with providing dinner for the families.

Site Clearing and Updates for the Future Library:

- A competitive bidding process began in December for a company to clear the buildings on the site. The contracting process has been completed and Northend Excavating Inc., located in Granite Falls, has been selected. The next step is to finalize permitting and schedule site clearing.
- BuildingWork is currently working on a site plan, which will provide the basic layout of where the library building, parking, and outside areas will be.
- The project team is working closely with the Snohomish County Conservation district for help with planning ways to incorporate the wetland space into learning opportunities for the community.
- The Future Lake Stevens Library page will continue to be updated with additional information about the project. You can view the updates here: <https://www.sno-isle.org/blogs/post/future-lake-stevens-library-project-overview/>

Sno-Isle Updates:

Sno-Isle Foundation Grant: The Sno-Isle Libraries Foundation has been awarded a generous grant from the Bill & Melinda Gates Foundation. The two-year, \$100,000 grant will provide general operating support. Sno-Isle Libraries plans to use the funds to continue early literacy efforts and programs with a focus on social justice, equity, diversity, and inclusion.

New Library Card Designs: Sno-Isle Libraries is thrilled to share new kid and teen card designs that bring whimsy, excitement, and ownership to visiting the library. Whether it's your first library card or a needed replacement for a well-loved card, we have fun designs for all ages.