

Lake Stevens Library Board
Meeting Date: January 18, 2024

The meeting was hosted via Zoom and In Person (Hybrid) and called to order by Abe Martinez at 4:33 pm

In Attendance

Library Board members present: Abe Martinez, Shaelynn Charvet Bates, JoAnne Van Leuven, Andy Powers, Kevin Gosselin. Emily Stainbrook (online), LeeAnn Balbirona (online), Melissa Maffeo (online), Nancy Joao (online), Absent: none

Sno-Isle: Antoinette Morales-Tanner, Lake Stevens library manager
Lois Langer Thompson, executive director for Sno-Isle library district (online)
Paul Ryan, vice president of the board of trustees (online)
Lindsay Hanson, assistant director of community libraries

Friends: *no representative present*

City Council: Gene Brazel, city administrator,
Caitlin Weaver, deputy city clerk,
Kymm Shipman, councilmember, new liaison to library board

Administrative business

- Oath of Office for Kevin Gosselin, new library board member
- Election of Officers. LeeAnn Balbirona nominated for Secretary by Abe. Seconded by Melissa Maffeo. Approved by unanimous consent. Abe Martinez nominated for library board chair by LeeAnn. Seconded by Joanne. Approved by unanimous consent.
- Roll Call & Introductions
- Approval of Prior Meeting Minutes. The Board approved by unanimous consent the minutes of the October 2023 meeting as submitted. (1:22:30)

Reports

(Lois) Sno Isle--Edmonds library reopened after flood damage repairs. Lake Stevens library is in the permitting process, which is a complex process. To recap: a preliminary design has been released, which the public has had a chance to view and give feedback reflecting eagerness for the permanent library to open. Land Use Development application submitted. The new building will conform to LEED Silver standards. Snohomish County Conservation District is partnered with Sno Isle to discuss native plants and community involvement. Friends of the Library are being consulted about their space needs. Next steps are assembling a comprehensive bid packet. Still on track to break ground in 2024.

Questions for Lois/Sno Isle:

- *(Abe) Are the proposed plans online?* Yes online and in the library.
- *(Kymm) Can you tell me more about sustainability?* LEED standards have specific criteria. Mass timber, solar panels, water reclamation, EV chargers on site, wetlands restoration on the property, low emission carpet and paint materials, and smart lighting are among the features included.
- *(Shaelynn) More info about the projected season of 2024 to break ground?* Earliest would be summer.

- *(Andy) Will there be more about the interior features available soon?* Images shared at Friends meeting were inspirational to get a sense of what types of interior and furniture that Friends would like to sponsor, and not indicative of what will be installed in Lake Stevens. We are at the mood board stage, not yet the picking chairs and paint stage.
- *(Joanne) How is the branch library collection chosen for Lake Stevens?* Sno Isle has 1.7 million items in its collection. We pay attention to what people are requesting in topics, age groups, etc.
- *(Shaelynn) Do you have a bid out to construction firms yet? How many bids do you have to take? Are there library builders in the area?* We have to get to the permitting process before going out to bid. A general contractor might have a library in its portfolio.
- Comment from Abe: pleased with progress on exterior drawings, building looks attractive. Concerns from the community about parking and wetlands.
- *(Abe) Any concerns about the current city-owned temporary library building?* Sno Isle has a good relationship with the City but let us know if you hear about any concerns in the community. City has been responsive about doing repairs.
- Comment from Joanne: I have concerns about the content of the children's collection reflecting the demographics of the community.
- *(Abe) Is there a ballpark price tag? How is the project being funded?* We don't have a final cost yet. We want bids for the project, not bids for the budget. In 2023 we appropriated for \$14 mil in capital and this year \$13 million appropriated. We have a portfolio of state and federal grants, some private fundraising through our foundation. We are confident that we can fund this. We wouldn't begin the project if we didn't have this in hand. There will be no Bond. No Bond.

(Antoinette) Lake Stevens Library 2023 wrap up--increases in checkouts, visits, holds, use is going up. We had 197 in person programs in our new building, forming new community partnerships. Friends of the Library was key in sponsoring events. Proud of the work and our staff. Upcoming programming for 2024: information is included in a separately submitted report. "Prime Time" six-week program will be hosted at Hillcrest Elementary this year to promote family engagement in reading. The Self-Service Library Hours program is being piloted on Sundays 10 am to 5 pm. Lake Stevens is the first library in the Sno-Isle system to pilot this process.

- *(Shaelynn) Why Sundays? Concerned about staff losing hours and lack of spontaneity.* A minimum of 3 staff persons are required to staff the library. Sunday is lightly used and hours might be better used on busier days. It also gives us the opportunity to fully try out the pilot program. Will our door count go up? How many will use the service? Orientations are provided on an ongoing basis. This is a model being used successfully around the world.
- *(Kevin) If the self service hours are received positively will there be an expansion of hours?* Yes, potential for expansion in Lake Stevens for early morning or later evening, and at other branch libraries.
- *(Abe) Are meeting room reservations included in this pilot project?* Not at this time since the meeting room is integrated into the library interior. At other libraries the meeting rooms have separate access from the main library.

Gene (City of Lake Stevens) general updates on the business of the city. Public Works is working on being an accredited department. The Police Department is working on renewing their accreditation. Construction projects planned for Main Street this summer 2024, installing lighting, roundabout and more. City Hall is planned to move to the South Lake Stevens business center, retaining as many leasees as possible. City will inhabit the large building. New commercial buildings are planned for across the street. Council chambers will be built out into the floors above the Subway building. City Hall buildings in North

Cove park will be removed and replaced with restrooms and additional parking. Smaller side buildings in the park will be available for community use.

- *(Abe) Any word on what might go in next door to the new library site?* Yes. City received 4 proposals for that site and chose 1. Developer has been working on a plan for about a year. Hopefully in the next month we will have a developer agreement for the council to review. Developer will then be able to begin permitting. City would expect that process to go quickly. Russ has been in discussion with Sno Isle about potential driveways since the developer is a local person. It was important to the city to have a project there that would increase the economic development of the city and set the standard for future projects.
- *(Shaelynn) Is the property we are talking about going to be mixed use with residential and retail?* Yes. That's correct.

Board Comments

- Joanne: a lot of good information, thank you
- Emily: no comments
- Nancy: thank you Sno Isle for all the information you bring to these meetings
- Andy: a lot of good information, thank you
- Kevin: glad to be here, looking forward to next meeting
- Shaelynn: I read in the newspaper about the possible annexation of Everett City Library into Sno Isle. Excited to hear more about that.
- Abe: Thank you to everyone for all the information. Looking forward to more details. If others would like to be officers on the library board, please put your names forward by the October 2024 meeting. Please speak up about issues you care about. Become as involved as you want to be.

Adjournment

Nancy motioned to adjourn. Kevin seconded the motion. The motion was voted on and the Ayes carried the vote.

Meeting adjourned at 5:54 PM.

Next meeting is: July 18, 2024 at 4:30 pm

*Respectfully submitted by LeeAnn Balbirona
April 10, 2024*