



BOARD OF TRUSTEES MEETING
Whatcom County Library System
February 21, 2023

Via Zoom and Administrative Services
5205 Northwest Drive
Bellingham, WA 98226

WCLS Vision: *An engaged community where curiosity is cultivated, literacy flourishes and democratic ideals thrive.*

1. 9:00 a.m. **Call to Order.** Quorum determined. Land Acknowledgement.
We are on the ancestral territory of the Lummi and Nooksack people. They are the original inhabitants of this place. They are fishers, hunters, gatherers and harvesters of nature's abundance, and have been so since time immemorial. We are neighbors and friends, and we are grateful for our numerous opportunities to learn, live and grow together, building lasting relationships so that all may prosper.
2. 9:05 a.m. **Open Public Comment Opportunity**
This period is set aside for persons wishing to address the Board. Each person may have up to three minutes for this purpose. Written comments may be submitted to Em.Olpinski@wcls.org prior to the meeting.
3. 9:25 a.m. **Consent Agenda**
 - a. Meeting Minutes
 - b. Expenditures
4. 9:30 a.m. **Financial Report and Resolutions**
 - a. 2022 Report
 - b. January 2023 Report
 - c. Resolution 02/21/23-3 Amending the 2023 General Fund Budget
5. 9:45 a.m. **Trustee Education: Processing Department Tour**
6. 10:15 a.m. **BREAK**
7. 10:30 a.m. **Annual General Meeting – Election of Officers & Committee Assignments**
8. 10:45 a.m. **Staff Reports**
 - a. Executive Director
 - b. Deputy Director
 - c. Youth Services Manager
 - d. Community Relations Manager
9. 11:05 a.m. **Performance Measures and Committee Reports**
 - a. Performance Measures
 - b. Personnel Committee
 - c. Whatcom County Library Foundation
10. 11:15 a.m. **Announcements and Adjourn**

Board of Trustees Meetings are open to the public in accordance with RCW 42.30. The Board is currently holding meetings with options for in-person or remote participation. Persons wishing to be provided with an internet link or telephone number to access the meeting are asked to please email Em.Olpinski@wcls.org before 4:00 p.m. Friday, February 17, 2023. Written comments may be submitted to Em.Olpinski@wcls.org prior to the meeting.



Board Meeting Agenda Item Cover Sheet

Meeting Date:	2/21/2023
Committee or Department:	Administration
Subject:	Consent Agenda – Board Meeting Minutes, Monthly Expenditures
Prepared By:	Jackie Saul
Impact upon Budget?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Supporting Documents:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Recommendation or Request: Approval of consent agenda items

Suggested Motion for Consideration: Move approval of consent agenda items as presented

Summary:

Meeting Minutes:

- January 17, 2023 Regular Board Meeting

Expenditures:

General Fund:

- January 1-15, 2023 payroll: check nos. 1032923032-1032923034 and voucher nos. 553824-553973 totaling \$213,496.94 and January 16-31, 2023 payroll: check nos. 1033094273-1033094276 and voucher nos. 553981-554132 totaling \$224,644.30
- ACH transactions for flood insurance premiums, employee benefits and monthly sales/use tax filings totaling \$100,725.36; \$29,309.60 of this is for employee funded contributions to dental insurance premiums, PERS and deferred compensation plans (made via payroll deduction).
- Claim 2022-45G: warrant nos. 1160327-1160343 totaling \$48,535.91
- Claim 2022-46G: warrant nos. 1160678-1160702 totaling \$47,463.80
- Claim 2022-47G: warrant nos. 1160760-1160784 totaling \$65,509.36
- Claim 2022-48G: warrant nos. 1161374-1161383 totaling \$10,958.15
- Claim 2023-01G: warrant no. 1160344 totaling \$7,004.00
- Claim 2023-02G: warrant nos. 1160703-1160704 totaling \$101,345.73
- Claim 2023-03G: warrant nos. 1160785-1160793 totaling \$71,186.99
- Claim 2023-04G: warrant nos. 1161354-1161373 totaling \$98,837.36
- Claim 2023-05G: warrant nos. 1161651-1161667 totaling \$30,241.30

Capital Fund:

- Claim 2023-26C: warrant no. 1160930 totaling \$1,350.00

Alternatives: N/A

Fiscal Impact: Expenditures for approval paid from available 2022 and 2023 budgeted funds.

Comments: The Finance Committee has reviewed the General and Capital Fund claims listed above. They reviewed that there were no General Journal entries done in December, and they reviewed 16 entries done in January.

Library Board of Trustees Regular Meeting

January 17, 2023

Location

This meeting was held in a hybrid manner, with remote attendance via Zoom and in-person attendance at Lynden Library, 216 4th Street, Lynden, WA 98264.

In Attendance

Trustees: Marvin Waschke, Chair; Lori Jump, Vice Chair; Matthew Santos and Rodney Lofdahl. Absent: Erika Lautenbach, Secretary.

Staff: Christine Perkins, Executive Director; Michael Cox, Deputy Director; Jackie Saul, Director of Finance and Administration; Thom Barthelmess, Youth Services Manager; Mary Vermillion, Community Relations Manager; Lisa Gresham, Collection Services Manager; Geoff Fitzpatrick, IT Services Manager; Beth Andrews, Human Resources Manager; Dianne Marrs-Smith, Lynden Library Manager and Friends of the Birch Bay Library (FOBBL) President; Maggie Mae Nase, Learning Coordinator; Em Olpinski, Administrative Assistant.

Guests: Ruth Higgins; Holly Robinson; Grace McCarthy, Editor of *The Northern Light*; Virginia Naef, President of the Friends of Deming Library

Call to Order

Marvin determined quorum and called the meeting to order at 9:01 a.m., then read the WCLS Land Acknowledgement.

Open Public Comment

No public comment.

Consent Agenda

The Consent Agenda included minutes of the December 20, 2022 Board of Trustees Regular Meeting as well as the following:

Expenditures:

General Fund:

- December 1-15, 2022 payroll: check nos. 1032527833-1032527838 and voucher nos. 553515-553661 totaling \$206,545.09 and December 16-31, 2022 payroll: check nos. 1032761396-1032761400 and voucher nos. 553669-553816 totaling \$198,231.42
- ACH transactions for employee benefits and monthly sales/use tax filings totaling \$79,416.07; \$27,900.76 of this is for employee funded contributions to dental insurance premiums, PERS and deferred compensation plans made via payroll deduction
- Claim 2022-42G: warrant nos. 1159005-1159033 totaling 103, 51 0
- Claim 2022-43G: warrant nos. 1159297-1159322 totaling 43,454 91
- Claim 2022-44G: warrant nos. 1159563-1159586 totaling \$262,505.28

Capital Fund:

- Claim 2022-23C: warrant no. 1159034 totaling \$945.00
- Claim 2022-24C: warrant no. 1159093 totaling 2 2
- Claim 2022-25C: warrant no. 1159587 totaling 1,149 00

Authorization to Void Warrant:

- Resolution 01/17/23-01 voiding warrant 1154030

Authorization to Void and Reissue Paychecks:

- Resolution 01/17/23-02 to reissue paychecks 1030185257 and 1030386038

Matthew moved to accept the Consent Agenda as presented. Seconded. Unanimous board approval.

Birch Bay Library Update

Michael shared a PowerPoint with the group on the current status of the Birch Bay Library Project. The project began in 2016, with the initial goal being to build a 7,600 square-foot library on a property purchased in Birch Bay. A \$2 million Library Capital Improvement grant was awarded for this project scope in 2019. However, after narrowly failing to gain a supermajority of support on two Library Capital Facility area votes, it was decided to reimagine the project on a slightly smaller (and less-expensive) scale.

The new project plan for the library would utilize the existing structure on the property purchased in Birch Bay, provide 1,700-square-feet of space for library services and cost approximately \$2.5 million. In August 2022 a Scope of Work Amendment Request was submitted to the Department of Commerce to see if the grant funds awarded to WCLS in 2019 could be used towards the revised plan. Michael noted that upon submitting the amendment, we were informed that we would not receive an explanation behind the Department of Commerce's decision. In December we were informed that our request was denied.

Michael shared that though the request was denied, the \$2 million allocation for the original 7,600-square-foot library plan still stands. WCLS also has the option to request that these funds be carried forward to another biennium.

Christine asked the trustees what factors need to be considered in the wake of the scope change request being denied. Rodney responded that we need as much input from the Friends of Birch Bay Library as possible.

Dianne, who is president of the Friends of Birch Bay Library, said that the Friends are ready to increase fundraising efforts for the library and go to the community for private donations. With the accelerated timeline of this project, fundraising has not been as congruent as possible.

Lori asked Dianne which project scope the Friends prefer. Dianne responded that the Birch Bay community supports the revised project scope because it preserves a historic building and will be less expensive to complete. Christine noted that if we pursue the smaller library design, WCLS will not be able to access state funding, and the Friends of Birch Bay Library will need to raise more than \$2 million. However, if we decide to go with the original project scope, the Friends will need to raise about \$5 million.

Lori asked if WCLS has approached BP for further donations. Dianne responded that the Friends are planning to meet with Pam Brady, Government Affairs Manager at BP. Lori suggested presenting both project scopes to BP, as their input could be helpful in deciding which to pursue.

Matthew asked Michael what the deadline is for requesting that the state grant award be moved to the next biennium. Michael responded that he will connect with our Department of Commerce contact to discuss our options. Michael noted that if we decide to vacate the \$2 million grant funds, the option exists to submit a new grant application. However, the grant WCLS received in 2019 was from the first round of grants issued by the Library Capital Improvement Program, when there were fewer criteria required of libraries applying for grants. Now, one of the top criteria is being located in an economically distressed county—which Whatcom County is

not. It is also now required that libraries contribute 50% the amount of state funding they receive as a match towards the project.

Lori asked if there is a historic home society in Birch Bay that may be interested in supporting the revised project scope. Christine responded that there is a historical society in Birch Bay, but they don't have the means to help support building a library. Lori suggested looking for other historic groups in the area that may be interested in lending support.

Matthew commented that he is curious how WCLS's efforts to improve library services in Birch Bay fit into the larger picture of WCLS's other goals and projects in the coming years. He also emphasized the importance of going to the community to see what the people of Birch Bay want and is curious how WCLS can steward community support.

Michael said that the first decisions ahead of us is deciding how to treat our \$2 million state appropriation. This matter is time-sensitive, and it would be ideal to reach a decision by the February board meeting. Lori asked if it is possible to keep our state appropriation while also exploring a different project scope. Michael replied that if we keep our original appropriation, we would not be able to apply for another Library Capital Improvement Grant. Michael noted that in terms of receiving state funding, we need to consider if we want to submit another scope change request, or if we want to wait until the next deadline and re-apply for a grant with a revised project scope. Michael added that projects are more likely to be awarded state funds if they have already amassed significant funding as a match.

Marvin asked if a demographic analysis has been conducted to evaluate if the need for library in Birch Bay still exists and if residents of Birch Bay actually want this library. Michael replied that during the Service Area Analysis conducted in 2016, population and distance from other libraries were primary factors in the decision to open a library in Birch Bay. Birch Bay is the fourth largest community served by WCLS (though it is currently only serviced by the Bookmobile and online services). Christine noted that the population of Birch Bay has increased from 8,000 to 12,000 residents since the beginning of this project, which shows the increasing need for a library in the area.

Christine reiterated that a decision will need to be made regarding the re-appropriation of the state grant at the February board meeting.

Levy Lid Lift Planning

Christine shared that at last month's meeting, it was decided to go to voters for a levy lid lift in 2024. It is time to begin planning how to go about running a campaign and gaining community support. Christine passed out a tentative levy lid lift timeline to the group.

The timeline includes rough details of what needs to be accomplished each quarter from winter 2023 to fall 2024 to prepare for a levy lid lift vote. Currently, the number one priority for levy lid lift planning is making certain everyone associated with WCLS has a strong understanding of property tax levies.

Jackie Saul, Amy Jones, and Mary Vermillion have collaborated on a one-page handout that gives a summary of how the levy system works and why WCLS needs a levy lid lift. These handouts are to be used internally at WCLS as an educational tool. Mary distributed these handouts to the group.

Lori commented that the handout would also be a great resource for taxpayers and voters in Whatcom County. Christine responded that a similar document will be shared with the public soon, once it is decided if any edits are needed. Matthew said the handout gives a great summary of the levy system, and shared that it could be helpful to include what services the lid lift would be funding at WCLS. Christine commented that it is still being planned what new services a levy lid lift could allow WCLS to offer. The majority of the funds brought in by a levy lid lift would go towards maintaining current library services.

Marvin commented that the most important detail of the levy system is that it guarantees the level of service WCLS is able to offer will decrease as the county's population increases. In having a lid lift passed, WCLS is primarily aiming to maintain services, with the hope of making some improvements. If a lid lift does not pass, that means WCLS will be able to offer fewer library services, even as the demand for these services increases. Marvin and Rodney believe that this point could be made more clearly in the handout.

Christine said that we will be working with staff to discuss the repercussions of the lid lift not passing and ways to address budget shortfalls. Once the Board has approved this approach, we will develop messaging for the public about these repercussions. Marvin reiterated that he believes the most important argument for the necessity of a levy lid lift is being able to keep up with demand for services.

Lori pointed out that it can be difficult to convince voters to approve an increase in property taxes when the assessed valuations of properties have been consistently increasing in recent years. She added that she would appreciate further explanation on this topic as it relates to WCLS's levy rate. Jackie shared that she has resources from the County Assessor's Office that help clarify how the levy system functions relative to property taxes.

Christine shared that she plans to reach out to the organization Every Library for assistance on how to structure our campaign strategy. In 2009 when WCLS last went to voters for a levy lid lift, a Citizen's Advisory Committee (CAC) was created to help determine messaging and strategies to gain voter support. Christine supports forming a committee again and asked the board if they believe a CAC would be useful. She also asked board members to send her community contacts who may be interested in joining.

The trustees voiced support for forming a CAC. Rodney asked Christine how large the committee will be. Christine responded that for the 2009 election, the CAC had about eight to twelve members. Lisa shared that members of Friends groups were an invaluable asset to the CAC in 2009.

Marvin then asked if WCLS has a way to hear the opinions of people who oppose a levy lid lift. Dianne responded that people who oppose a lid lift will share their thoughts on social media platforms, like Nextdoor. Christine commented that we are planning to hold many public presentations about levy lid lifts throughout the county, which will be great opportunities to hear from community members.

Lori asked Christine if Bellingham Public Library can ask for a levy lid lift. Christine responded that as a department of the City of Bellingham, they cannot. It will be important to make this distinction clear to voters.

Christine shared that the plan for spring 2023 is to begin meeting with key community leaders and individuals of influence to discuss the lid lift. Elected officials appreciate being informed and can be great advocates for local agencies. Christine asked the board who they believe WCLS should reach out to about the proposed lid lift. Lori proposed that WCLS host an hour-long talk on levy lid lifts through the Academy for Lifelong Learning, which community members could attend. The trustees also proposed reaching out to school districts and higher education institutions in Whatcom County.

The trustees and WCLS leadership members further discussed community officials and organizations to reach out to in 2023. Christine is going to begin setting up meetings with community officials, to which trustees are welcome to join.

Christine asked the trustees to consider if they would be interested in joining the CAC. Preferably, two board members would join as ad hoc members. Christine also asked the trustees if they would like to have the levy lid lift as a monthly agenda item at meetings or if they would prefer to spend several hours discussing the lid lift at a retreat. The trustees agreed to continue having shorter discussions about the levy each month and are open to having a longer discussion on the mechanics of levies at a retreat.

Trustee Education Planning

Board meetings present a chance to inform trustees about the functioning of WCLS and its services. Christine asked the trustees what they would like to learn more about during 2023.

The trustees responded that they are interested in a variety of topics, including: Homebound Services, Collection Services, the Mendery, Friends of the Library groups, library meeting room use, and ConnectEd programs.

Christine will be working with staff on presentations relating to these topics in the coming months. She asked the board members to reach out to her if they have any other ideas.

Break

Marvin adjourned for a break from 10:11-10:23 a.m.

Financial Report and Resolutions

Jackie reviewed the Finance Committee Report, sharing that the 2022 fiscal year is open through mid-January. The 2022 year-end report will be presented at the February meeting. Jackie also shared that initial reports from the County Treasurer's Office indicate WCLS collected \$9,408,995 of property tax revenue in 2022. This falls about \$10,000 short of the projected 2022 levy, though this final amount will be paid eventually, as property taxes remain due by the property owner until they are paid.

There will be an amendment to the 2023 budget in February after the 2022 fiscal year closes. The amendment will include updates to the 2023 beginning balance based on the 2022 final ending fund balance, and the 2023 budget will be adjusted to include any expenses being carried over from 2022. Jackie noted that even if expenses were approved in 2022, if they are being carried over, they must be reapproved.

Jackie reviewed the 2022 Debt Write-Off section of the report, sharing that \$42,339.19 of uncollected debts were waived in 2022. She also shared that in 2022 no projects were awarded a Small Works Award.

Jackie also reviewed the 2022 Incident Report Summary. With a small number of incidents occurring at WCLS locations in 2022, there are not enough trends for any type of incident to be statistically relevant. In 2022, 57 incidents were reported, as compared to 43 incidents in 2021. This can likely be explained by higher visitation to libraries in 2022. The majority of incidents occurred at Ferndale and Lynden Library, which are WCLS's largest branches, and at the Administrative Services building.

Lori said that she remembers there being some discussion with the police about installing cameras outside of Ferndale Library and asked if this came to fruition. Jackie responded that there are cameras only at WCLS's Library Express locations and around the garage and rear parking area at Administrative Services. Christine added that at Ferndale Library, the majority of incidents are in restrooms, not outside, so there does not appear to be a current need for cameras.

In 2023 there will be a Small Works Project at Deming Library to replace the library's fluorescent lighting with LED lighting. Jackie shared that the initial bid for the project was outside our budget, so we went back out for bids in December with a modified project scope. Two bids were received in December, with Scott Electric being the lowest bidder. Jackie shared that approval is needed from the board for Scott Electric's bid and alternate in order for the project to move forward. If the board moves to accept Scott Electric's bid, a minor budget amendment will be necessary.

Marvin asked if this project will pay for itself in energy-savings. Jackie replied that she did not bring these figures with her but that it would likely take up to 20 years. Jackie has been in communication with the Friends of Deming Library about this project and will be discussing cost-sharing with them.

Rodney moved to award the Deming Library Lighting Retrofit Small Public Works Project to the low bidder as presented. Seconded. Unanimous board approval.

Staff Reports: Executive Director

Christine read a Proclamation in Honor of Marvin Waschke and his ten years of service on the WCLS Board of Trustees. Marvin is an outspoken champion of library services for all and has led the board with care and dignity. Christine said working with Marvin has been a pleasure and that WCLS is grateful for his service.

Marvin thanked Christine for her kind words and said that being on the board has been a fulfilling experience that has brought him much joy. Lori and Rodney said that it has been wonderful working with him and that he has set a great example.

Christine then shared her January report. At Ferndale Library trespass orders are being followed through on in response to a recent vandalism. Christine emphasized that even in the event of patron misconduct, though, WCLS aims to allow people back to the library once they are ready to behave appropriately.

A work party was held at Sumas Library on January 11 to get materials back on the shelves. Metal shelving has been used in case there are flooding events again in the future. Work is currently being done on the library's restrooms, and we are waiting on a Certificate of Occupancy from the city. A ribbon cutting celebration is tentatively planned for February 15.

Christine also discussed holds ratios, sharing that Collection Services aims for a 4:1 holds ratio for physical materials to keep wait times down. In the Washington Lending Library Consortium, the ratio for eAudiobooks is 7:1. WCLS has been purchasing collections of Always Available eAudiobooks to keep up with demand.

Christine encouraged the group to check out the booklist created by Collection and Youth Services in honor of Martin Luther King Jr. Day and Episode 30 of the WCLS podcast honoring former WCLS Executive Director Joan Airoidi.

Staff Reports: Deputy Director

In addition to his written report, Michael shared a photo of a light installation from the Deming Community Garden, which has been a wonderful winter attraction for the community.

Michael then gave an update on the library weather closure procedure. WCLS works to keep phone lines operating even when libraries are closed. The decision to close WCLS locations is made on a site-by-site basis, and many factors are considered when deciding to close a library, including: road conditions, the forecast, other local closures, and the advisement of local officials. A schedule is followed when making the decision to close a location, which can be found in the January agenda packet.

Staff Reports: Youth Services Manager

Thom shared his written report, highlighting a program offered at all WCLS branches in November and December for children and teens to fill out postcards thanking local postal workers. Kids really engaged with this activity, and Thom felt that it helped show kids that their voices matter at the library.

Thom also shared that a Whatcomics Reception was held at Lynden Library on January 14 to honor the teen artists featured in the 2023 issue. At the reception, Thom had some meaningful conversations with teens about how they see art intersecting with their futures. He believes that by giving teens agency at the library with programs like Whatcomics, WCLS can better learn how to serve them.

Christine shared that a WTA bus now features art from the 2023 issue of Whatcomics and thanked Mary for helping secure this partnership. At Saturday's event, it was very special for teens to see their art on the bus. Our society has many accolades for teens in sports, but it is far less common for teens to be recognized for their art. Christine noted that Whatcomics and its associated events are a great way to offer this to teens and thanked Tamar Clarke, Cynthia French, and all the staff who worked on this project this year.

Staff Reports: Community Relations Manager

Mary discussed her written report. She noted that the winter and spring 2023 edition of *Explorations* is out. This edition includes information on 100 library events happening in the coming months. Even more library events are listed on the LibCal calendar at [WCLS.org/events](https://wcls.org/events). There are also several Whatcom READS events being hosted at WCLS locations this year, including an event featuring the author of *The Cold Millions*, Jess Walter, at Deming Library on March 2. These events can also be found on the online calendar.

Christine commented that Jess Walter is a very interesting author, and she hopes people will take the time to read *The Cold Millions* and attend his event.

Mary closed by announcing that the WCLS podcast will hit 3,000 downloads by the end of January. Episode 31 explores the process of re-opening Sumas Library.

Performance Measures & Committee Reports: Performance Measures

Michael gave a summary of his report, noting that use of Interlibrary Loan is currently very active and close to matching pre-pandemic use. Program attendance and use of WiFi in libraries are both strong as door counts continue to recover from pandemic closures in 2020 and 2021. There was a 6.24% increase in the circulation of physical materials in 2022, along with a 4% increase in total circulation. As Christine predicted, total circulation surpassed 2 million materials in 2022.

Michael asked the trustees if they want to continue seeing 2019 door counts as a pre-pandemic benchmark on the Performance Measures Report in 2023. Lori and Rodney agreed that this benchmark is still useful.

Lisa shared that December is usually a low month for database use. However, Overdrive use saw an increase in December. Following the December Creativebug campaign, use of this platform greatly increased. This shows that campaigns can be an effective way to increase community engagement with WCLS resources.

While overall magazine use was down in December, five individual titles were among the most circulated items. In the Washington Anytime Library, there is high engagement with single-use packages. Lisa said this trend is currently being analyzed to determine if more packages should be purchased for bestseller titles.

It was decided that it is no longer necessary for Lisa to include figures from 2019 in her reports on online resources, as the use of the resources has increased significantly in the last four years.

Performance Measures & Committee Reports: Personnel Committee

Geoff gave an update on the IT services committee and shared that they are continuing to investigate options for cybersecurity insurance. Marvin suggested discussing plans with the Moss Adams consultants WCLS is currently working with. Marvin also mentioned the importance of re-establishing WCLS's credibility with insurers following the 2022 data breach.

Christine shared that Holly Robinson has received a recommendation from Personnel Committee to join the WCLS Board of Trustees. Holly's appointment needs to be approved by the Whatcom County Executive, and in the event that it is, she will be able to join the board on February 1.

Performance Measures & Committee Reports: Whatcom County Library Foundation

No report.

Announcements and Adjourn

The trustees agreed to move the February board meeting from Ferndale Library to Administrative Services, since the conference room at Administrative Services is now available.

Marvin adjourned the meeting at 11:24 a.m.

Next Meeting

Next meeting will be February 21, 2023 at 9:00 a.m. online via Zoom and at Administrative Services.

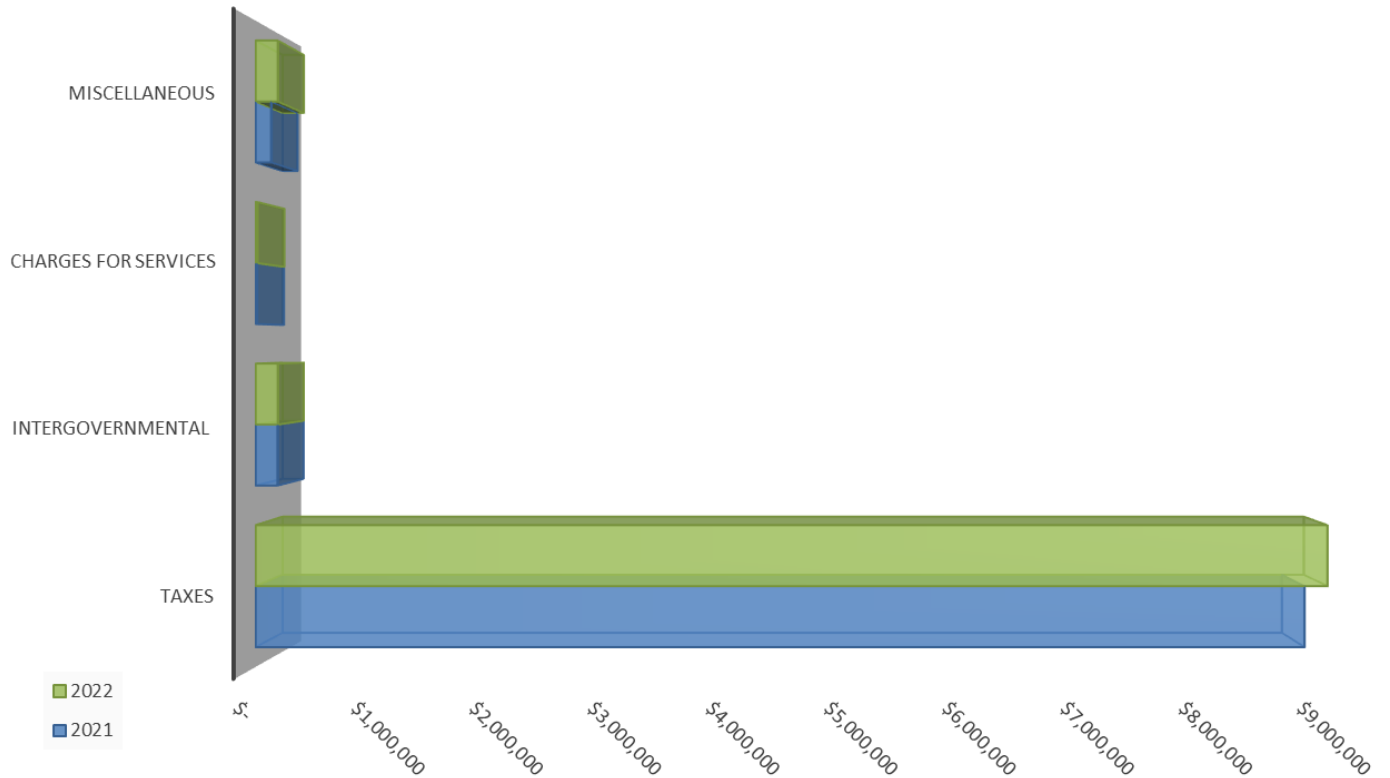
Address: 5205 Northwest Drive, Bellingham, WA 98225

	02/21/2023	
Rodney Lofdahl, Board Member	Date	Em Olpinski, Admin. Assistant

2022 General Fund

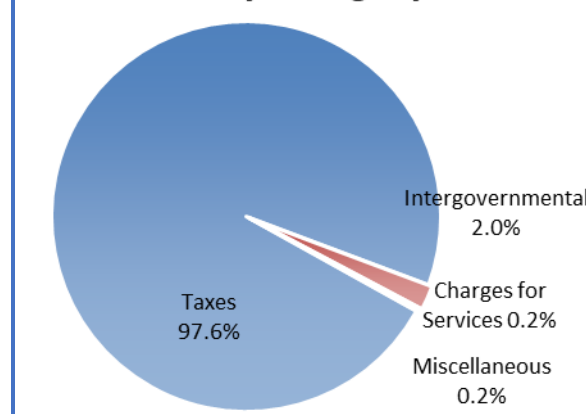
2022 Budget Revenues - Year-To-Date						
December 2022 (100% of FY)						
Acct No	Description	Budgeted Revenues*	Actual Revenues YTD	% of Actual Revenues YTD	% of Budgeted Revenues Received YTD	Budget Variance
310	TAXES					
311.10	General Property Taxes	\$ 9,419,052	9,408,229	94.13%	99.89%	\$ (10,823)
	TOTAL TAXES	\$ 9,419,052	9,408,229	94.13%	99.89%	\$ (10,823)
330	INTERGOVERNMENTAL REVENUE					
333.4531	State Library Grant - LSTA	\$ 34,000	13,634	0.14%	40.10%	\$ (20,366)
333.9700	Fed Indirect Grant - DHS	81,000	40,207	0.40%	49.64%	(40,793)
337.10	Local Grants, Entitlements & Other	175,000	115,572	1.16%	66.04%	(59,428)
337.20	Leasehold Excise Tax	22,000	25,775	0.26%	117.16%	3,775
	TOTAL INTERGOV. REVENUE	\$ 312,000	195,188	1.95%	62.56%	\$ (116,812)
340	CHARGES FOR GOODS & SERVICES					
341.80	Printing & Duplication Services	\$ 3,400	3,709	0.04%	109.08%	\$ 309
347.20	Library Use Fees	12,250	12,380	0.12%	101.06%	130
	TOTAL CHARGES FOR SERVICES	\$ 15,650	16,089	0.16%	102.80%	\$ 439
360	MISCELLANEOUS REVENUES					
361.11	Investment Interest	\$ 90,000	104,090	1.04%	115.66%	\$ 14,090
362.10	Rents & Leases	400	2,225	0.02%	556.25%	1,825
367.10	Contributions & Donations	67,350	53,142	0.53%	78.90%	(14,208)
369.10	Sale of Surplus	100	272	0.00%	272.00%	172
369.81	Cashier's Overages or Shortages	-	22	0.00%	0.00%	22
369.9101	Other Misc. Revenue	20,000	25,037	0.25%	125.19%	5,037
369.9102	Reimburse Lost/Damaged Books	12,000	10,088	0.10%	84.06%	(1,912)
369.9106	COBRA Reimbursement	200	527	0.01%	263.74%	327
	TOTAL MISC. REVENUES	\$ 190,050	195,402	1.96%	102.82%	\$ 5,352
	TOTAL OPERATING REVENUE	\$ 9,936,752	9,814,908	98.20%	98.77%	\$ (121,844)
390	OTHER FINANCING SOURCES					
395.20	Insurance Recoveries	\$ 179,642	179,642	0.00%	100.00%	\$ (0)
	TOTAL OTHER FINANCING SOURCES	\$ 179,642	179,642	0.00%	0.00%	\$ (0)
	TOTAL REVENUE	\$ 10,116,394	9,994,550	100.00%	98.80%	\$ (121,844)
	Transfer from Reserves to Operating	\$ -	-	0.00%	0.00%	\$ -
	TOTAL WITH USE OF RESERVES	\$ 10,116,394	9,994,550	100.00%	98.80%	\$ (121,844)
*As Amended 2/15/22, 8/16/22, 10/18/22						

General Fund Operating Revenue to Date-Compared to Prior Year



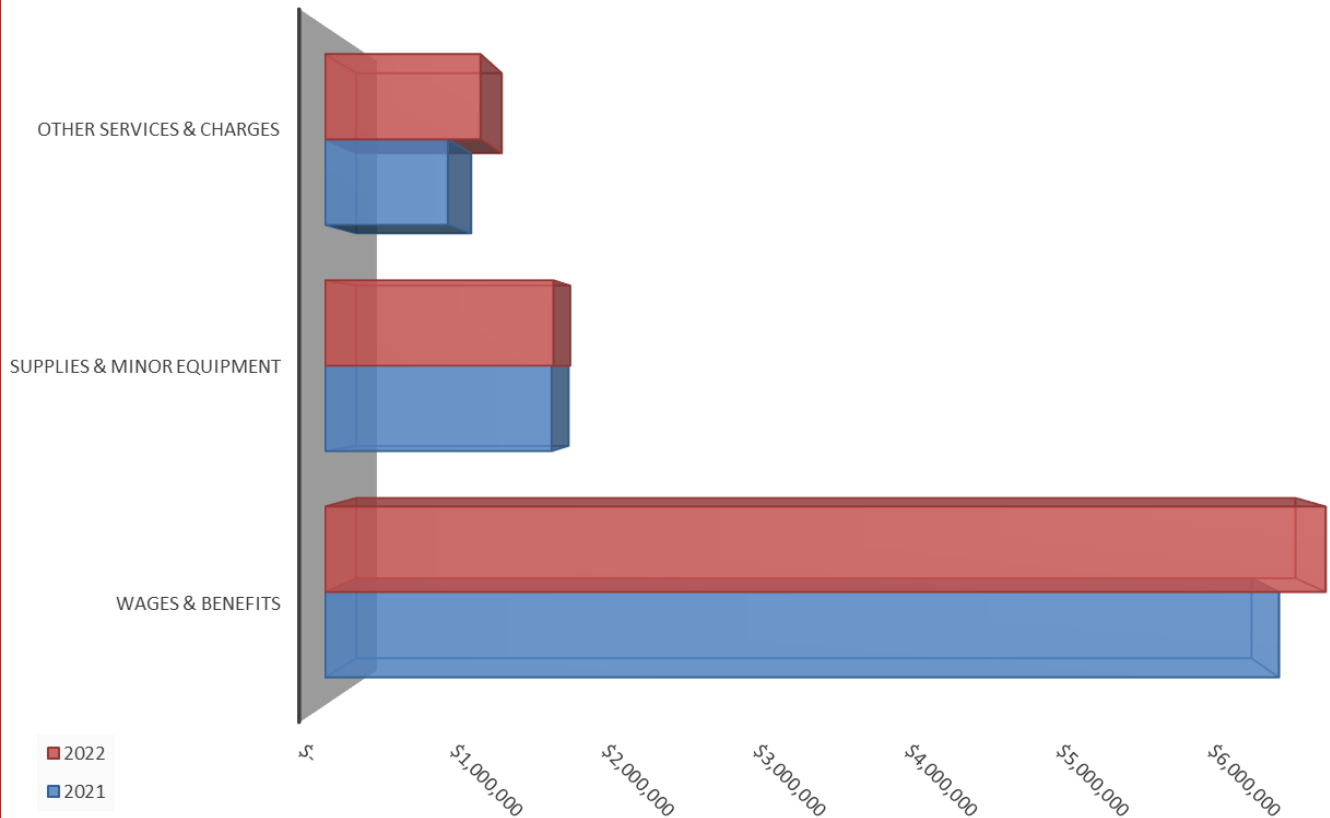
Actual General Fund Revenue to Date			
	2021	2022	% Change
Taxes	\$ 9,206,508	\$ 9,408,229	2.19%
Intergovernmental	193,695	195,188	0.77%
Charges for Services	12,409	16,089	29.66%
Miscellaneous	137,837	195,402	41.76%
Total Operating Revenue	\$ 9,550,448	9,814,908	2.77%
Other Financing Sources	\$ 3,347	179,642	5267.83%
Total Revenue	\$ 9,553,794	\$ 9,994,550	4.61%

YTD Operating Revenue by Category



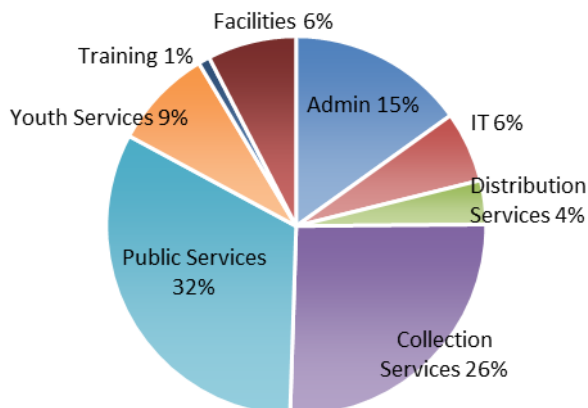
2022 Budget Revenues - Year-To-Date						
December 2022 (100% of FY)						
Acct No	Description	Budgeted Expenditures*	Actual Expenditures YTD	% of Actual Expenditures YTD	% of Budgeted Expenditures Spent YTD	Budget Variance
572	SALARIES, WAGES, & BENEFITS					
572.10	Salaries and Wages	\$ 5,403,270	\$ 5,131,974	51.59%	94.98%	\$ (271,296)
572.20	Benefits	1,950,523	1,805,438	18.15%	92.56%	(145,085)
	TOTAL SALARIES, WAGES, & BENEFITS	\$ 7,353,793	\$ 6,937,412	69.74%	94.34%	\$ (416,381)
572.30	SUPPLIES & MINOR EQUIPMENT					
572.3031	Office & Operating Supplies	\$ 128,150	\$ 132,873	1.34%	103.69%	\$ 4,723
572.3032	Fuel	25,500	27,471	0.28%	107.73%	1,971
572.3034	Collection Materials	1,300,000	1,238,277	12.45%	95.25%	(61,723)
572.3035	Small Tools & Minor Equipment	273,954	184,405	1.85%	67.31%	(89,550)
	TOTAL SUPPLIES & MINOR EQUIPMENT	\$ 1,727,604	\$ 1,583,026	15.91%	91.63%	\$ (144,579)
572.40	OTHER SERVICES & CHARGES					
572.4041	Professional Services	\$ 672,610	\$ 436,967	4.39%	64.97%	\$ (235,643)
572.4042	Communication	140,704	140,989	1.42%	100.20%	285
572.4043	Travel	30,400	29,965	0.30%	98.57%	(435)
572.4044	Taxes & Operating Assessments	600	326	0.00%	54.26%	(274)
572.4045	Operating Rentals & Leases	25,166	23,127	0.23%	91.90%	(2,039)
572.4046	Insurance	65,290	63,232	0.64%	96.85%	(2,058)
572.4047	Utilities	140,527	144,325	1.45%	102.70%	3,799
572.4048	Repair & Maintenance	141,840	140,554	1.41%	99.09%	(1,286)
572.4049	Miscellaneous	99,805	97,708	0.98%	97.90%	(2,097)
	TOTAL OTHER SERVICES & CHARGES	\$ 1,316,942	\$ 1,077,193	10.83%	81.80%	\$ (239,749)
	TOTAL OPERATING EXPENDITURES	\$ 10,398,339	\$ 9,597,630	96.48%	92.30%	\$ (800,709)
590	OTHER FINANCING USES					
597.10	Transfers-Out to Capital	\$ 350,581	\$ 350,581	3.52%	100.00%	\$ -
	TOTAL OTHER FINANCING USES	\$ 350,581	\$ 350,581	3.52%	100.00%	\$ -
	TOTAL EXPENDITURES	\$ 10,748,920	\$ 9,948,211	100.00%	92.55%	\$ (800,709)
	NET INCOME (LOSS)	\$ (632,526)	\$ 46,339			\$ 678,865
	FUND BALANCE SUMMARY					
	Beginning Fund Balance	\$ 10,583,985	\$ 10,583,985			
	Net Income	(632,526)	46,339			\$ 678,865
	Ending Fund Balance	\$ 9,951,458	\$ 10,630,324			\$ 678,865
*As Amended 2/15/22, 8/16/22, 10/18/22						

General Fund Operating Expenditures to Date-Compared to Prior Year

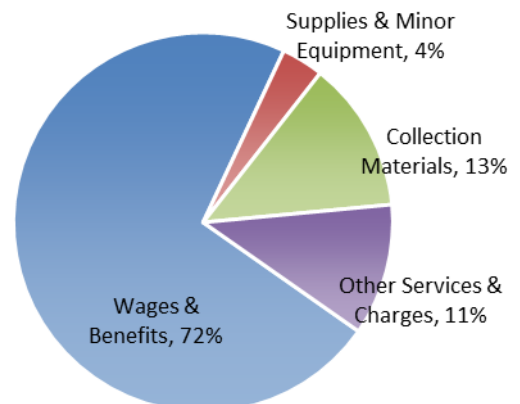


Actual General Fund Expenditures to Date Compared to Prior Year			
	2021	2022	% Change
Wages & Benefits	\$ 6,613,287	\$ 6,937,412	4.90%
Supplies & Minor Equipment	1,570,726	1,583,026	0.78%
Other Services & Charges	851,259	1,077,193	26.54%
Total Operating Expenditures	9,035,271	9,597,630	6.22%
Other Financing Uses	\$ 272,624	350,581	28.60%
Total Expenditures	\$ 9,307,895	\$ 9,948,211	6.88%

YTD Expense by Department



YTD Expense by Category



Fund Balance Summary		2021 Actual	2022 Budgeted*	2022 Actual to Date
Beginning Fund Balance	\$	10,338,086	10,583,985	\$ 10,583,985
Revenue		9,553,794	10,116,394	9,994,550
Expenditures		(9,307,895)	(10,748,920)	(9,948,211)
Transfer from Reserves to Operating		-	(45,000)	-
Ending Fund Balance	\$	10,583,985	9,906,458	\$ 10,630,324
Ending Fund Balance Designation Detail		2021 Actual	2022 Budgeted*	2022 Actual to Date
Designated Ending Fund Balance - Cash Flow	\$	3,201,849	3,369,707	3,369,707
Designated Ending Fund Balance - Emergency		808,548	850,936	850,936
Designated Ending Fund Balance - Capital Transfer		202,150	172,000	172,000
Designated Ending Fund Balance - Unemployment Comp Reserve		12,965	13,599	13,599
Designated Ending Fund Balance - Birch Bay Operating Fund Reserve		600,000	600,000	600,000
Designated Ending Fund Balance - Facility Ownership & Library Svcs Fund Reserve		3,192,315	3,147,315	3,192,315
Designated Ending Fund Balance - Facility Maintenance Fund		650,000	650,000	650,000
Designated Ending Fund Balance - Operating Cost Stabilization Fund		250,000	250,000	250,000
Designated Ending Fund Balance - Collection Project Fund		100,000	112,000	112,000
Total Designated Ending Fund Balance		9,017,827	9,165,557	9,210,557
Beginning Fund Balance less designated funds		1,320,259	1,418,428	1,373,428
Transfer from Reserves to Operating		-	(45,000)	-
Net Income		245,899	(632,526)	46,339
Ending Unassigned Funds with no designation		1,566,158	740,901	1,419,767
Ending Designated Funds		9,017,827	9,165,557	9,210,557
Total Ending Fund Balance		10,583,985	9,906,458	\$ 10,630,324
*As Amended 2/15/22, 8/16/22, 10/18/22				

2022 General Fund Summary

Revenues totaled \$9,994,550, which is \$121,844 or 1.2% below budget. Of note:

- Revenue from property taxes was \$10,823 less than the 2022 levy and budgeted amount. These funds will be collected in subsequent years.
- Revenues from other governmental sources (in our case these are primarily excise taxes on private timber sales) were \$116,812 (37%) below budget. These revenues fluctuate based on timber market conditions, so a shortfall is not unusual.
- We received \$40,207 from FEMA, with more expected in 2023, as reimbursement for certain COVID and Sumas flood recovery related costs.
- 2022 investment interest exceeded budget by \$14,090 and came in at \$81,417, a modest increase over 2020 but \$9,063 (.85%) below budget.
- We received \$179,642 in insurance recoveries, primarily for flood damage at the Sumas Library.

Operating expenditures totaled \$9,597,630, 7.7% below budget. Of note:

- Unused budgeted hours, position vacancies, and reduced benefit expenses, reduced personnel expenditures (wages and benefits) by \$416,381, or 5.7% of budget.
- The Collection Materials budget was underspent by \$67,723; this amount will be added to the Collection Project reserve fund.
- Small tool and equipment spending was \$89,550 under budget. The bulk of this is IT and facilities equipment purchases that were postponed until 2023.
- Professional services spending was \$235,643 under budget, due to projects that were postponed or not completed in 2022. A portion of this is for the Cyber Audit which began in December and will continue into 2023.
- Total expenditures, which include a transfer to the Capital fund and insurance recoveries, are \$9,948,211, resulting in an increase to the ending fund balance of \$46,339.

2022 Capital Fund

2022-2026 CAPITAL IMPROVEMENT PLAN			
	Project	2022 Budget*	2022 Actual
Building and Furnishings Enhancement and Replacement Program			
Facilities	Everson Renovation	\$ 46,464	\$ 45,206
Facilities	Sumas Refurbish & Reopen	115,000	29,765
Facilities	Birch Bay New Branch Furnishings	-	-
Facilities	Branch Renovations/Upgrades	86,500	4,752
	Sub-Total Building and Furnishings Enhancement and Replacement Program	247,964	79,723
Building Repair and Maintenance Program			
Facilities	Admin Services Maintenance & Improvements	30,000	-
Facilities	Branch Lighting Retrofit Upgrades	45,000	5,400
Facilities	Branch building Updates	10,000	-
Admin	Exterior Signage Updates	25,000	15,009
	Sub-Total Building Repair and Maintenance Program	110,000	20,409
Equipment Replacement Program			
Admin	Vehicle Replacement	30,000	-
	Sub-Total Equipment Replacement Program	30,000	-
Access Improvement Program			
Youth Svcs	School Book Returns	23,000	-
Public Svcs	Locker Self-Checkout System	20,000	1,182
Public Svcs	Library Express	54,831	1,953
	Subtotal Access Improvement Programs	97,831	3,135
Land Purchase/New Branch/Branch Upgrades			
Public Svcs	Birch Bay Library Design	15,379	12,277
	Sub-total Land Purchase/New Branch/Branch Upgrades	15,379	12,277
Total Expenditures		\$ 501,174	\$ 115,544
Funding Summary:		2022 Budget*	2022
	Investment Interest	\$ 10,000	\$ 13,921
	Grants/Reimbursements	50,388	60,633
	Transfers-In From General Fund and Reserves	350,581	350,581
	Prior Period Ending Fund Balance	1,319,986	1,319,986
	Total Funding	\$ 1,730,954	\$ 1,745,120
Fund Balance:		2022 Budget*	2022
	Assigned Beginning Fund Balance	\$ 883,986	\$ 883,986
	Committed Beginning Fund Balance - Emergency	436,000	436,000
	Total Beginning Fund Balance	\$ 1,319,986	\$ 1,319,986
	Revenues	60,388	74,554
	Transfers-In	350,581	350,581
	Expenditures	501,174	115,544
	Transfers-Out	-	-
	Net Income	(90,205)	309,591
	Ending Fund Balance	\$ 1,229,780	\$ 1,629,577
*As Amended 2/15/22			

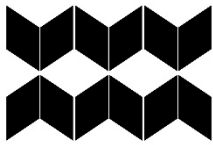
2022 Capital Fund Summary

- The following projects were completed (or almost completed) in 2022:
 - Completion of the Everson Library remodel
 - Significant progress on the Sumas Library renovation and Library Express
 - Installation of a new monument sign at Island Library
- Additional projects that were budgeted for 2022 will be continued in 2023. These include:
 - Completion of the Sumas Library project
 - Lighting retrofit at the Deming Library
 - Circulation and staff work area updates at the North Fork Library
 - Procurement and installation of a generator at Administrative Services
 - Purchasing additional book returns to be placed at school campuses
- Capital expenditures totaled \$115,544, which is only 23% of the total budget. This is primarily due to the above-mentioned project costs that we were unable to complete in 2022.

January 2023 General Fund Report

2023 Budget Revenues - Year-To-Date						
January 2023 (8% of FY)						
Acct No	Description	Budgeted Revenues*	Actual Revenues YTD	% of Actual Revenues YTD	% of Budgeted Revenues Received YTD	Budget Variance
310	TAXES					
311.10	General Property Taxes	\$ 9,689,349	\$ 19,619	34.07%	0.20%	\$ (9,669,729)
	TOTAL TAXES	\$ 9,689,349	\$ 19,619	34.07%	0.20%	\$ (9,669,729)
330	INTERGOVERNMENTAL REVENUE					
333.4531	State Library Grant - LSTA	\$ 1,000	\$ -	0.00%	0.00%	\$ (1,000)
333.9700	Fed Indirect Grant - DHS	42,042	\$ -	0.00%	0.00%	(42,042)
337.10	Local Grants, Entitlements & Other	175,000	\$ 2,523	4.38%	1.44%	(172,477)
337.20	Leasehold Excise Tax	25,000	\$ 192	0.33%	0.77%	(24,808)
	TOTAL INTERGOV. REVENUE	\$ 243,042	\$ 2,715	4.71%	1.12%	\$ (240,328)
340	CHARGES FOR GOODS & SERVICES					
341.80	Printing & Duplication Services	\$ 4,000	\$ 287	0.50%	7.19%	\$ (3,713)
347.20	Library Use Fees	12,100	\$ 12,000	20.84%	99.17%	(100)
	TOTAL CHARGES FOR SERVICES	\$ 16,100	\$ 12,287	21.33%	76.32%	\$ (3,813)
360	MISCELLANEOUS REVENUES					
361.11	Investment Interest	\$ 95,000	\$ 14,791	25.68%	15.57%	\$ (80,209)
362.10	Rents & Leases	2,000	\$ 310	0.54%	15.50%	(1,690)
367.10	Contributions & Donations	34,000	\$ 4,951	8.60%	14.56%	(29,049)
369.10	Sale of Surplus	100	\$ -	0.00%	0.00%	(100)
369.81	Cashier's Overages or Shortages	-	\$ -	0.00%	0.00%	-
369.9101	Other Misc. Revenue	20,000	\$ 1,691	2.94%	8.45%	(18,309)
369.9102	Reimburse Lost/Damaged Books	10,000	\$ 866	1.50%	8.66%	(9,134)
369.9106	COBRA Reimbursement	-	\$ 364	0.63%	0.00%	364
	TOTAL MISC. REVENUES	\$ 161,100	\$ 22,972	39.89%	14.26%	\$ (138,128)
	TOTAL OPERATING REVENUE	\$ 10,109,591	\$ 57,594	100.00%	0.57%	\$ (10,051,998)
390	OTHER FINANCING SOURCES					
395.20	Insurance Recoveries	\$ -	\$ -	0.00%	0.00%	\$ -
	TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	0.00%	0.00%	\$ -
	TOTAL REVENUE	\$ 10,109,591	\$ 57,593.63	100.00%	0.57%	\$ (10,051,998)

2023 Budget Expenditures - Year-To-Date						
January 2023 (8% of FY)						
Acct No	Description	Budgeted Expenditures*	Actual Expenditures YTD	% of Actual Expenditures YTD	% of Budgeted Expenditures Spent YTD	Budget Variance
572	SALARIES, WAGES, & BENEFITS					
572.10	Salaries and Wages	\$ 5,730,222	\$ 429,446	53.45%	7.49%	\$ (5,300,777)
572.20	Benefits	2,082,068	138,052	17.18%	6.63%	(1,944,016)
	TOTAL SALARIES, WAGES, & BENEFITS	\$ 7,812,291	\$ 567,498	70.64%	7.26%	\$ (7,244,792)
572.30	SUPPLIES & MINOR EQUIPMENT					
572.3031	Office & Operating Supplies	\$ 134,800	\$ 4,383	0.55%	3.25%	\$ (130,417)
572.3032	Fuel	28,900	20	0.00%	0.07%	(28,880)
572.3034	Collection Materials	1,250,000	34,958	4.35%	2.80%	(1,215,042)
572.3035	Small Tools & Minor Equipment	214,910	4,231	0.53%	1.97%	(210,679)
	TOTAL SUPPLIES & MINOR EQUIPMENT	\$ 1,628,610	\$ 43,592	5.43%	2.68%	\$ (1,585,018)
572.40	OTHER SERVICES & CHARGES					
572.4041	Professional Services	\$ 482,827	\$ 94,208	11.73%	19.51%	\$ (388,619)
572.4042	Communication	133,118	7,227	0.90%	5.43%	(125,891)
572.4043	Travel	32,600	88	0.01%	0.27%	(32,512)
572.4044	Taxes & Operating Assessments	500	19	0.00%	3.73%	(481)
572.4045	Operating Rentals & Leases	22,168	1,226	0.15%	5.53%	(20,942)
572.4046	Insurance	96,982	71,391	8.89%	73.61%	(25,591)
572.4047	Utilities	153,176	5,149	0.64%	3.36%	(148,027)
572.4048	Repair & Maintenance	149,780	4,282	0.53%	2.86%	(145,498)
572.4049	Miscellaneous	102,055	8,710	1.08%	8.53%	(93,345)
	TOTAL OTHER SERVICES & CHARGES	\$ 1,173,206	\$ 192,300	23.94%	16.39%	\$ (980,906)
	TOTAL OPERATING EXPENDITURES	\$ 10,614,107	\$ 803,390	100.00%	7.57%	\$ (9,810,716)
590	OTHER FINANCING USES					
597.10	Transfers-Out to Capital	\$ 60,000	\$ -	0.00%	0.00%	\$ -
	TOTAL OTHER FINANCING USES	\$ 60,000	\$ -	0.00%	0.00%	\$ -
	TOTAL EXPENDITURES	\$ 10,674,107	\$ 803,390	100.00%	7.53%	\$ (9,870,716)
	NET INCOME (LOSS)	\$ (564,515)	\$ (745,797)			\$ (181,281)
	FUND BALANCE SUMMARY					
	Beginning Fund Balance	\$ 10,583,741	\$ 10,583,741			
	Net Income	(564,515)	(745,797)			\$ (181,281)
	Ending Fund Balance	\$ 10,019,226	\$ 9,837,944			\$ (181,281)



whatcom county
library system

Board Meeting Agenda Item Cover Sheet

Meeting Date:	2/21/2023
Committee or Department:	Administration
Subject:	Resolution 02/21/23-03 Amending the 2023 General Fund Budget
Prepared By:	Jackie Saul
Impact upon Budget?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Supporting Documents:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Recommendation or Request: Approval of Resolution 02/21/23-03 amending the 2023 General Fund Budget

Suggested Motion for Consideration: Move approval of Resolution 02/21/23-03 amending the 2023 General Fund Budget as presented.

Summary:

This resolution adjusts the General Fund Budget as follows:

- The beginning balance is updated to reflect the 2022 ending balance.
- General Fund Revenue is updated to include the final 2023 levy amount as determined by the Whatcom County Assessor's Office, an ARPA payment in progress at the end of 2022, additional anticipated revenues from FEMA for COVID cost reimbursement, an increase to investment interest, and year-to-date COBRA reimbursement payments received from staff.
- General Fund personnel expenditures are updated to include lower than anticipated Labor and Industries rates, Washington Paid Family Medical Leave premiums for FYs 2019-2022 that will be paid in 2023 (they have not been paid yet to due to a PFML system issue), and additional miscellaneous benefit cost updates.
- General Fund expenses are increased to include equipment purchases that were pending at the end of 2022, but were recorded in 2023, and the remaining amount to be paid for a cyber audit that was in progress at the end of 2022.
- \$60,000 from the General Fund ending balance will be earmarked for the Collection Project Fund.

Alternatives: N/A

Fiscal Impact: An increase of \$182,838 to the beginning fund balance, an increase of \$577 in Revenue, and an increase of \$87,075 in Expenditures, resulting in a net increase of \$96,341 to the ending fund balance.

Comments: N/A

WHATCOM COUNTY LIBRARY SYSTEM
2023 General Fund Budget Amendment
February, 21, 2023

Revenue

Acct No.	Description	2023 Budget Adopted	Amended Amount	Adjustment Amount	Notes
308	ESTIMATED BEGINNING FUND BAL	\$ 10,447,485	\$ 10,630,324	\$ 182,838	Revised per 2022 ending
310	TAXES				
311.10	General Property Taxes	\$ 9,689,349	\$ 9,660,921	\$ (28,428)	Actual per County Assessor
	TOTAL TAXES	\$ 9,689,349	\$ 9,660,921	\$ (28,428)	
330	INTERGOVERNMENTAL REVENUE				
333.00	State Library Grants	\$ 1,000	\$ 15,964	\$ 14,964	ARPA payment in progress
333.97	Fed Indirect Grant from DHS	42,042	45,542	3,500	Additional COVID FEMA funds
337.01	Local Grants & Entitlements	175,000	175,000	-	
337.02	Leasehold Excise Tax	25,000	25,000	-	
	TOTAL INTERGOVERNMENTAL REV	\$ 243,042	\$ 261,506	\$ 18,464	
340	CHARGES FOR GOODS & SERVICES				
341.81	Printing & Duplication Services	\$ 4,000	\$ 4,000	\$ -	
347.20	Library Use Fees	12,100	12,100	-	
	TOTAL CHARGES FOR SERVICES	\$ 16,100	\$ 16,100	\$ -	
360	MISCELLANEOUS REVENUES				
361.11	Investment Interest	\$ 95,000	\$ 105,000	\$ 10,000	Updated per 2022 actual
362.10	Rents & Leases	2,000	2,000	-	
367.10	Contributions & Donations	34,000	34,000	-	
369.10	Sale of Surplus	100	100	-	
369.81	Cashier's Overages or Shortages	-	-	-	
369.9101	Other Misc. Revenue	20,000	20,000	-	
369.9102	Reimburse Lost/Damaged Books	10,000	10,000	-	
369.9106	COBRA Reimbursement	-	541	541	Updated per actual pmts
	TOTAL MISC. REVENUES	\$ 161,100	\$ 171,641	\$ 10,541	
	TOTAL OPERATING REVENUE	\$ 10,109,591	\$ 10,110,168	\$ 577	
390	OTHER FINANCING SOURCES				
398.10	Insurance Recoveries	\$ -	\$ -	\$ -	
	TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	\$ -	
	TOTAL REVENUE	\$ 10,109,591	\$ 10,110,168	\$ 577	

WHATCOM COUNTY LIBRARY SYSTEM
2023 General Fund Budget Amendment
February, 21, 2023

Expenditures

Acct No.	Description	2023 Budget Adopted	Amended Amount	Adjustment Amount	Notes
572	SALARIES, WAGES, & BENEFITS				
572.10	Salaries and Wages	\$ 5,730,222	\$ 5,730,222	\$ -	
572.20	Benefits	2,082,068	2,078,993	(3,075)	2019 -2022 PFML premiums
	TOTAL SALARIES, WAGES, & BENE	\$ 7,812,291	\$ 7,809,215	\$ (3,075)	Updated (lower) L&I Rates Misc adjustments
572.30	SUPPLIES & MINOR EQUIPMENT				
572.3031	Office & Operating Supplies	\$ 134,800	\$ 134,800	\$ -	
572.3032	Fuel	28,900	28,900	-	
572.3034	Collection Materials	1,250,000	1,250,000	-	
572.3035	Small Tools & Minor Equipment	214,910	220,610	5,700	IT & Facilities pending purchases at end of 2022
	TOTAL SUPPLIES & MINOR EQUIP	\$ 1,628,610	\$ 1,634,310	\$ 5,700	
572.40	OTHER SERVICES & CHARGES				
572.4041	Professional Services	\$ 482,827	\$ 567,277	\$ 84,450	Cyber audit in progress
572.4042	Communication	133,118	133,118	-	Updated Whatcom Reads
572.4043	Travel	32,600	32,600	-	contribution amount
572.4044	Taxes & Operating Assessments	500	500	-	
572.4045	Operating Rentals & Leases	22,168	22,168	-	
572.4046	Insurance	96,982	96,982	-	
572.4047	Utilities	153,176	153,176	-	
572.4048	Repair & Maintenance	149,780	149,780	-	
572.4049	Miscellaneous	102,055	102,055	-	
	TOTAL OTHER SVCES & CHARGES	\$ 1,173,206	\$ 1,257,656	\$ 84,450	
	TOTAL OPERATING EXPENDITURES	\$ 10,614,106	\$ 10,701,180	\$ 87,075	
590	OTHER FINANCING USES				
597.1	Transfers-Out to Capital	\$ 60,000	\$ 60,000	\$ -	
	TOTAL OTHER FINANCING USES	\$ 60,000	\$ 60,000	\$ -	
	TOTAL EXPENDITURES	\$ 10,674,106	\$ 10,761,180	\$ 87,075	
	NET OPERATING INCOME (LOSS)	\$ (564,515)	\$ (651,013)	\$ (86,498)	
508	TOTAL ENDING FUND BALANCE	\$ 9,882,970	\$ 9,979,312	\$ 96,341	

WHATCOM COUNTY LIBRARY SYSTEM
2023 General Fund Budget Amendment
February 21, 2023

Fund Balance Summary

	2023 Budget Adopted	Amended Amount	Adjustment Amount
Beginning Fund Balance	\$ 10,447,485	\$ 10,630,324	\$ 182,838
Revenue	10,109,591	10,110,168	577
Expenditures	(10,674,106)	(10,761,180)	(87,075)
Ending Fund Balance	<u>\$ 9,882,971</u>	<u>\$ 9,979,312</u>	<u>\$ 96,341</u>

Fund Balance Designation Summary

Assigned Ending Fund Balance - Cash Flow	\$ 3,502,655	\$ 3,502,655	\$ -
Assigned Ending Fund Balance - Emergency	884,509	884,509	-
Committed Ending Fund Balance - Capital Transfer	60,000	60,000	-
Committed Ending Fund Balance - Unemployment Comp Reserve	14,403	14,403	-
Committed Ending Fund Balance - Birch Bay Operating Fund Reserve	600,000	600,000	-
Committed Ending Fund Balance - Facility Ownership & Library Svcs Fund Reserve	3,192,315	3,192,315	-
Committed Ending Fund Balance - Facility Maintenance Fund	650,000	650,000	-
Committed Ending Fund Balance - Operating Cost Stabilization Fund Reserve	250,000	250,000	-
Committed Ending Fund Balance - Collection Project Fund	112,000	172,000	60,000
Total Committed and Assigned Ending Fund Balance	<u>9,265,882</u>	<u>9,325,882</u>	<u>60,000</u>
Unassigned Ending Fund Balance	617,089	653,430	36,341
Total Ending Fund Balance	<u>\$ 9,882,970</u>	<u>\$ 9,979,312</u>	<u>\$ 96,341</u>



RESOLUTION NO. 02/21/23-03

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
WHATCOM COUNTY RURAL LIBRARY DISTRICT AMENDING
THE 2023 GENERAL FUND BUDGET

WHEREAS, at the December 20, 2022 Board of Trustees meeting the Board approved the Final 2023 General and Capital Fund budgets; and,

WHEREAS, the beginning fund balance needs to be adjusted to reflect the actual balance at the beginning of the 2023 budget year; and,

WHEREAS, General Fund revenues need to be adjusted to reflect the final 2023 Property Tax Levy amount, additional state and federal funding, additional investment interest and additional COBRA revenues; and,

WHEREAS, General Fund expenditures need to be adjusted to reflect updated employee benefit costs, as well as the cost of small tools and equipment and professional services purchases that were pending at the end of 2022; and,

WHEREAS, \$60,000 is earmarked from the General Fund balance for the Collection Project Fund; and,

WHEREAS, an amendment to the 2023 General Fund budget is needed to reflect these transfers, adjustments, and estimated fund balances;

NOW, THEREFORE, BE IT RESOLVED that budget amendment Resolution No. 02/21/23-03 be adopted, amending the 2022 General Fund budget to \$20,740,492 as follows:

General Operating Fund - Budgetary Accounts		
308 Beginning Fund Balance	\$10,630,324	
310-360 Operating Revenue	10,110,168	
572 Operating Expenditures		\$10,701,180
590 Other Financing Uses		60,000
508 Ending Fund Balance		9,979,312
Total	\$20,740,492	\$20,740,492

Approved by the Whatcom County Rural Library District Board of Trustees this 21st day of February, 2023

Board Chair



Board Meeting Agenda Item Cover Sheet

Meeting Date:	2/21/2023
Committee or Department:	Administration
Subject:	Annual General Meeting
Prepared By:	Christine Perkins
Impact upon Budget?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Supporting Documents:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Recommendation or Request: Approval of 2023 Officers

Suggested Motion for Consideration: Move that X will fulfill the role of Chair for 2023, X will fulfill the role of Vice Chair, X will fulfill to role of Secretary, and X will fulfill the role of WCLF Liaison.

Summary:

The Annual General Meeting is when trustees select officers and committee assignments for the coming year.

Officers

Chair
Vice-Chair
Secretary
WCLF Liaison – Lori is interested

Committees

Community Relations – Lori is interested
Finance – Rod and ?
Personnel – Rod and ?
Technology – Lori is interested
Citizen's Advisory

Alternatives: N/A

Fiscal Impact: N/A



Executive Director's Report

February 2023

COMMUNITY, ACCESS, RESOURCES, and STEWARDSHIP

The Sumas Library Ribbon Cutting Ceremony was an example of Community, Access, Resources and Stewardship all in one. It was great to see so many people from across the county join us to celebrate this meaningful and heartwarming event with members of the Sumas community, who now have a bright and welcoming repaired library and increased access to library resources thanks to the Sumas Library Express. We tapped insurance funds, FEMA grants, and donations to Whatcom County Library Foundation's Sumas Library Repairs Fund to cover our expenses for this project.

EQUITY, DIVERSITY AND INCLUSION

Public Services Assistants Tashina Villaluz and Joshua Olsen were invited to a pre-conference gathering of tribal library staff before next month's Washington Library Association conference in Wenatchee. They, along with Theresa Morrison and myself, also spoke to Cindy Aden's UW iSchool class about community building. WCLS's Cultural Focus PSA positions are attracting interest from across the state and serving as a model for other libraries.

Christine Perkins
Executive Director

A Love Letter to Libraries, Long Overdue

The New York Times sent photographers to seven states to document the thrum and buzz in buildings once known for silence.

Siblings explored the children's room at the Bemidji Public Library in Bemidji, Minn. Credit...Jaida Grey Eagle for The New York Times

By [Elisabeth Egan](#) and Erica Ackenberg

Feb. 14, 2023

Step into a public library and you know what to expect.

First, there's the smell: a paper bouquet of nothing and everything, including notes of vanilla, sawdust, wet coats, rubber soles and school. Then there are the spines lined up like soldiers, snug in plastic jackets. There are the shelves — metal, wood, sturdy as trees — stretching in every direction.



At the Northtown branch of the Chicago Public Library, a young reader curled up with a picture book. Credit...Todd Heisler/The New York Times



Leon Sykes read “My Papi Has a Motorcycle” to his son and a friend at the 81st Avenue Branch of the Oakland Public Library. Credit...Jim Wilson/The New York Times

There are the rolling step stools. The windowsill ferns. The free bookmarks. The bulletin board papered with fliers advertising firewood, a 10-speed bike, free kittens, CPR class.

There are the sturdy armchairs, the picked-over magazine racks, the award-winning dioramas on loan from adolescent creators, the study carrels etched with decade-old graffiti. There's the water fountain spouting the coldest beverage in town, a different vintage from the lukewarm dribble in the school gym or the violent torrent at the Y.M.C.A.



Pint-size bookworms made themselves at home in the Hialeah Gardens Branch Library in Hialeah Gardens, Fla.Credit...Rose Marie Cromwell for The New York Times



A young patron focused intently on a writing exercise during homework help time at the Hialeah Gardens Branch Library.Credit...Rose Marie Cromwell for The New York Times



At the Hialeah Gardens Branch Library, a pair of budding musicians strummed guitars in the YOUmedia space, where teenagers can make podcasts, design video games and explore technology.Credit...Rose Marie Cromwell for The New York Times

There are the overhead lights casting their fluorescent glow, occasionally flickering, flattering no one except people who live on the page. Still, they get the job done.

And above it all — hovering over the murmurs and coughs and scraping of chair legs and gurgle of fish tanks and crackle of plastic covers — there is a weighted blanket of quiet, that reassuring hush we're hard-wired to expect from our inaugural visit to the children's room. Whether you first crossed that threshold in the scrum of a class trip or clutching your mom's hand; whether your hometown library was on a country road or at a busy intersection; whether you put your library card to good use or used it to pick locks; odds are good that, at some point, someone touched an index finger to their lips and shared the universal password for the kingdom of words: "Shhhh."



In Littleton, Colo., bookworms of all ages gathered outside the Edwin A. Bemis Public Library to hear a story read by Donna Stephenson, a children's librarian, as part of the weekly Books & Blankets program. Credit...David Williams for The New York Times



Linda Velarde, an associate librarian, loaded a van with books and movies bound for patrons enrolled in the Bemis Library's Doorstep Delivery program. Credit...David Williams for The New York Times



In Littleton, Colo., Sandra Weeder marveled at her monthly installment of new entertainment. Credit...David Williams for The New York Times



Phillip Pollreis played patriotic songs during a meeting of the Senior Social Club at the Bemis Library. Credit...David Williams for The New York Times

But this sentiment doesn't really apply anymore. It hasn't for a long time.

Just as reading has changed (from paper to pixel to audio) and tools for research have streamlined (sorry, World Book), so have the places that house the goods. Silence is no longer a requirement; versatility is.

It's easy to romanticize libraries. But, the fact is, they're not "just" about the written word. Were they ever? As local safety nets shriveled, the library roof magically expanded from umbrella to tarp to circus tent to airplane hangar. The modern library keeps its citizens warm, safe, healthy, entertained, educated, hydrated and, above all, connected.



Valerie McCormick, an outreach librarian in Minnesota's Kitchigami regional library system, completed paperwork during a bookmobile stop at Foothills Christian Academy in Backus, Minn. Credit...Jaida Grey Eagle for The New York Times



The bookmobile has been a fixture of the library system in Cass County, Minn., since 1966. Here, a kindergarten class took stock of the offerings. Credit...Jaida Grey Eagle for The New York Times



Reagan Morgan, a library assistant, made sure the books were neat and orderly in Bemidji. Credit...Jaida Grey Eagle for The New York Times

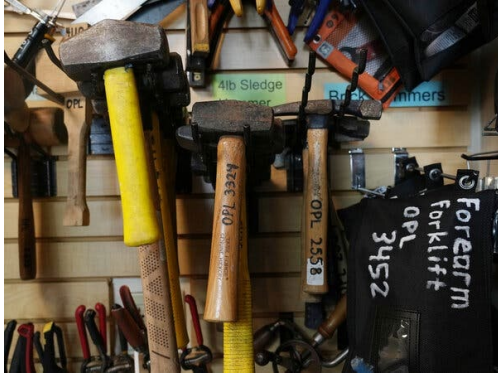
Imagine a teacher who's responsible for a mixed-age classroom where students are free to wander in and out as they please, all opinions are welcome and detention is not an option. This person is also the principal, the guidance counselor, the school nurse and, occasionally, the janitor. This person is your local librarian.

Yet somehow librarians still find time to match people with the books they need. These selections may be second-guessed by irate taxpayers who don't know the difference between F. Scott Fitzgerald and L. Ron Hubbard or don't understand that ideas and stories aren't contagious; the only disease they'll infect you with is empathy. Nevertheless, librarians persist. One could argue that they distribute more wings than an airline pilot. Put yours to good use and you can fly anywhere.

Libraries have always been a place of worship for a certain type of person, but they're also community centers, meeting houses and pop-up medical clinics, offering vaccines, homework help, computer classes, craft sessions and tax advice. Perhaps you need fresh needles, marigold seeds, a loaner guitar, a hammer, a venue for your knitting club or a donation box for your old eyeglasses? Head to your local library. It might have you covered and, if it doesn't, someone there will know where to send you.



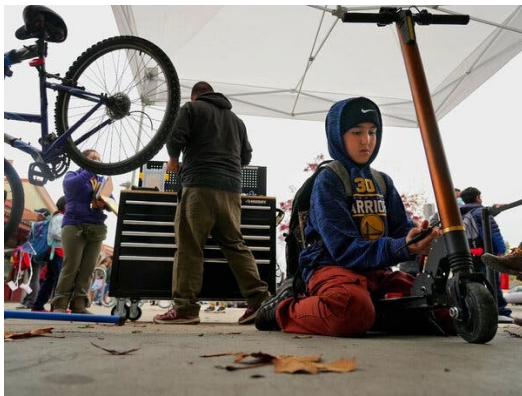
The Oakland Tool Lending Library has over 5,000 tools for patrons to borrow, including shovels, hedge shears, staple guns and cordless drills. Credit...Jim Wilson/The New York Times



D.I.Y.-minded patrons of the Tool Lending Library have access to home improvement books, DVDs and a variety of workshops on projects such as plumbing and tiling.Credit...Jim Wilson/The New York Times

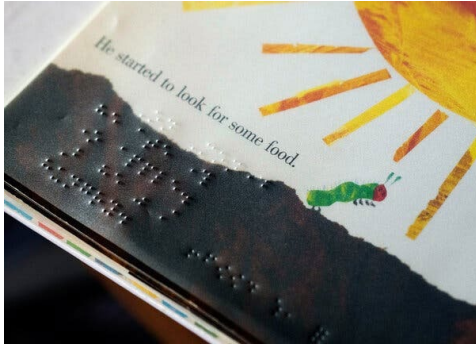


Here are a few future vegetables at Oakland's African American Museum and Library.Credit...Jim Wilson/The New York Times

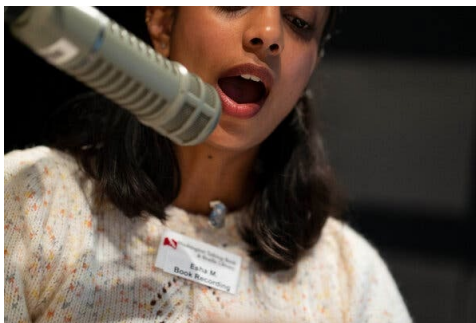


At Oakland's 81st Avenue Branch Library bike repair clinic, a child worked on a scooter.Credit...Jim Wilson/The New York Times

Best of all, you never need a reason or an invitation to go to the library. You aren't required to make a reservation ahead of time or purchase a cup of coffee while you're there. You can pop in when your Wi-Fi is on the fritz or you need a break from your roommates. You might go there to dry off or to cool down. To study for algebra or to read a romance novel. To stock up on thrillers or to take stock of your less-than-thrilling life. To meet a friend or to be alone. For a bit of excitement or for a moment of calm.



In Seattle, the Washington Talking Book & Braille Library provides services to people who are unable to read standard print material. Eric Carle’s “The Very Hungry Caterpillar” is part of the collection. Credit... Ruth Fremson/The New York Times



Esha More, a volunteer audiobook narrator, spoke into a microphone in Seattle. Credit... Ruth Fremson/The New York Times



Another volunteer, Rick Sipe, recorded a novel. Credit... Ruth Fremson/The New York Times



This 14-year-old patron, who is visually impaired, moved with her family from India to Seattle after her father discovered the Washington Talking Book & Braille Library while he was on a business trip. He felt

that there would be more opportunities for her in the United States.Credit...Ruth Fremson/The New York Times

Last fall, The New York Times sent photographers to cities, suburbs and rural areas in seven states to document how different libraries respond to the needs of their communities, and the many ways in which patrons find a haven in each one.

At the time, the news was full of grim dispatches from the land of letters. In Colorado, two branches [closed because of meth contamination](#). In McFarland, Calif., city leaders debated whether to [convert a library into a police station](#). In New York City, Mayor Eric Adams proposed massive budget cuts that would [slash library hours and programming](#). The American Library Association announced that attempts to [ban books were accelerating across the country](#) at a rate never seen since tracking began more than 20 years ago.



At the Carver Branch Library in Austin, Texas, a mural on an exterior wall hinted at the vibrancy of the community inside.Credit...Miranda Barnes for The New York Times



Wanda Johnson attended a meeting of Top Ladies of Distinction, a nonprofit educational and humanitarian organization that started meeting at the Carver Branch Library more than 30 years ago.Credit...Miranda Barnes for The New York Times

It was enough to make you wonder if the ancient tradition of book lending was going the way of card catalogs.

Then the photos started to roll in, and they told a different story. In this version, toddlers tried to catch bubbles on the loose in the library. Grateful seniors welcomed monthly deliveries of movies and crime novels. Teenagers strummed guitars together. Children and caregivers

gathered beneath technicolor trees to listen to a picture book read by a beaming librarian. In a different time zone, another librarian worked contentedly in the cozy oasis of a bookmobile.



Toddlers chased bubbles in Chicago's Northtown Branch Library. Credit...Todd Heisler/The New York Times



A cubby of your own? It's available at the Northtown Branch Library. Credit...Todd Heisler/The New York Times

It was impossible to look at these pictures and not feel hopeful about the state of humanity, especially with several seasons of isolation still fresh in our minds. Remember when you were craving the casual comfort of strangers? Remember when the simple act of checking out a book felt like a small miracle?

Sitting in a windowless room in Times Square, scrolling from library to library, state to state, we were unexpectedly moved by the color, light and joy at our fingertips. These glimpses into lives of strangers were a reminder that copies of the books piled on our desks at the Book Review will soon land on shelves in libraries across the country and, eventually, in the hands of readers. You'll pass them to other people, and on and on.

We all know that books connect us, that language has quiet power. To see the concentration, curiosity and peace on faces lit by words is to know — beyond a shadow of a doubt, in a time rife with shadows — that libraries are the beating hearts of our communities. What we borrow from them pales in comparison to what we keep. How often we pause to appreciate their bounty is up to us.



A small reader returned “Choo Choo Clickety-Clack!” at Colorado’s Bemis Library. Luckily, there’s more where this picture book came from. Credit...David Williams for The New York Times

Tell Us:

*What’s your favorite memory from a library?
What’s happening in your local branch these days?*

Comments

Jan

Washington State

Feb. 15

What a wonderful article! You raised my spirits. When we moved to Washington state a few years ago, we discovered an admirable Whatcom County Library System with its treasured collection of online books, audio recordings, online magazines, and videos. A joy to “visit” during the pandemic! Please write more about library systems. I fear we might lose library books through censorship—a sad, depressing possibility with the current political trend in the US.

ACCESS

When the Sumas Library reopened in February, it opened with the addition of Library Express services, allowing patrons to scan their library card to access the lobby area, see the small browsing collection, and pick up holds that are ready for them. A checkout kiosk is available, and patrons may use the phone to reach Everson Library staff at the touch of a button. Sumas Library Express hours are 6 a.m. – 11 p.m., seven days per week. Automatic door openers on both the lobby door and library door are other another new features that bring improved accessibility to the Sumas Library.



RESOURCES

Looking for some extra light on these dark winter days? Washingtonians know natural sunlight is a bit scarce during this time of year, and that lack of sunlight can bring about SAD (Seasonal Affective Disorder) and the winter blues. In January, the Deming Library installed an Ottlite Therapy Lamp for patrons to use in the comfortable seating area. These lamps give off light closely replicating the sun's natural light spectrum, which can help alleviate SAD. We're calling it the Happy Light. Join us for a bit of 'light reading' at the Deming Library.

EQUITY, DIVERSITY AND INCLUSION

Our partnership with the Whatcom Asset Building Coalition has helped to bring a free tax preparation and resource event to the Lynden Library. This event, scheduled for March 2nd from 4-7 p.m., will provide services in Spanish, Russian, and English helping with tax preparation, Tax Identification Number application and renewal, and assistance with the Working Families Tax Credit application. This is made possible by volunteers from WWU and the Opportunity Council. There is a Tax Hotline for questions or support in additional languages, which can be reached at 360-746-0100.

Michael Cox
Deputy Director

ACCESS / EQUITY, DIVERSITY, AND INCLUSION

Over the past few months, the Youth Services Staff has been working with a family to provide American Sign Language interpretation at some programs. The family member needing interpretation is the mother, who accompanies children of different ages to different programs. The family attended a few different programs for school age children, including the Let's Make Presents program in December, and have been consistent attendees at our regular Storytime. There are several considerations we undertake to arrange for this service.

One factor is cost. The going rate for interpretation is about \$200 per hour, with a minimum charge, and often includes travel and preparation time. Understandably, interpreters who will be responsible for a number of books and songs in a short period want to familiarize themselves with the material ahead of time. We have been fortunate to work with a couple of local independent contractors who provide their professional services for a reduced fee. Thanks to Children's Services Coordinator Theresa Morrison and Lynden Branch Manager Dianne Marrs-Smith for working to broker that arrangement. Still, the cost is not insignificant, and generally exceeds what we're paying the WCLS staff person preparing and providing the program itself. We are currently absorbing these costs in the Youth Services budget, but are talking about a more systematic plan for meeting different adaptive needs.

We are also careful to make the experience for the family requesting interpretation the same as that of other families attending. Most WCLS Youth Services programs are open to the public, with no registration required. Families coming to Storytime are present some weeks and absent others, depending on all kinds of circumstances. It can be hard to get a passel of kids dressed and fed and out the door on a deadline, after all. With that in mind, we communicate to requesting families that they are not required to alert us of every absence. If they make a permanent change to their plans, of course we'd like to know. But beyond that, we welcome their participation in exactly the same way we welcome everyone, on their own terms. It is also worth noting that sign language interpretation benefits everyone in attendance. People who know ASL can follow and enjoy the proceedings. And exposure normalizes interpretation for everyone in attendance. Indeed, children who have not been exposed to ASL previously quickly take it in stride, and in no time are integrating this new form of communication into their reception. It is a lovely thing to witness. Even if the requesting family is not in attendance, we proceed with the interpretation anyway, to honor all involved.

While the process of arranging for interpretation is involved, it is a privilege to manifest our commitment to meeting the needs of every Whatcom County Library System patron.

Thom Barthelmess, Youth Services Manager



Community Relations Report

February 2023



In January, we launched a new communication effort to keep Friends of the Library groups informed and to ask for their support of library initiatives. Our quarterly Friends of the Library Shipments will present Whatcom County Library System news, advocacy ideas, and a few surprises in a fun, in-house-designed package. The first shipment included information about Whatcom READS, Library Giving Day with the Whatcom County Library Foundation, and Sumas Library news. Each Friends group received two read-and-release copies of *The Cold Millions* (the Whatcom READS featured book) and Whatcom READS bookmarks to share with their contacts.

We regularly attend Friends meetings or send emails to share updates. Our hope is that presenting the information in this way elevates issues that would benefit from Friends' support and indicates the value we place on their efforts. Friends responded positively, and we look forward to enhancing the quarterly outreach effort. Friends of the Library groups help our libraries thrive. I will share more about our Friends partnerships at an upcoming Board of Trustees meeting.



News Releases

- [WCLS considers next steps for Birch Bay Library](#)
- [Sumas Library reopens with Feb. 15 ribbon cutting](#)

Podcast: wcls.org/podcast or subscribe on your favorite podcast platform

- Bringing books back to Sumas Library (episode 31)

Book Reviews

- *Cascadia Daily News*, Jan. 15, 2023, [Better Than We Found It](#)
- *Cascadia Daily News*, Jan. 16, 2023, [You are Not Broken](#)
- *Bellingham Alive*, January 2023, see clip below

Book Reviews

WRITTEN BY MARY KINSEY



Now Is Not the Time to Panic
by Kevin Wilson

MANY SUMMERS AGO, Frankie was a bored teenager in a small town. Messing around with an old copy machine one afternoon, Frankie and her friend Zeke created a poster emblazoned with edgy illustrations and an enigmatic phrase. They hung copies up all over town anonymously, not expecting what happened next—that the poster's haunting words would take off in the public imagination and build to a full-blown panic. Today, Frankie has a family and a successful writing career. She left the Coalfield Panic in her past, but now, somehow, a reporter has discovered Frankie's involvement. Suddenly Frankie is reliving that strange summer, trying to unravel how everything escalated so quickly. In this relatable, poignant story, author Kevin Wilson uses his trademark offbeat humor to full effect. This firecracker of a novel asks how a moment of youthful creativity could ripple outward far beyond its creators' estimation, and in doing so explores not only adolescence, but also the transformative power of self-expression.



Meredith, Alone
by Claire Alexander

YOU MIGHT THINK that just because Meredith has not left her house in 1,214 days, she's lonely. Far from it! After all, Meredith has her jigsaw puzzles, her online support group, grocery delivery and her cat Fred. Oh, and the visits from the volunteer charity arranged by her friend Sadie. It's all fine, really. Except for the dark thoughts that stop her cold whenever she thinks of leaving the house or reconnecting with her harsh, judgmental mother. And once Meredith begins to deal with these thoughts, the floodgates open, and she is forced to remember painful experiences that threaten the steady, familiar life she's built inside her home. As a reflection on living with trauma and mental health issues, this novel faces difficult topics head on, but it does so with a quiet strength. Those who have struggled with finding purpose after loss or isolation will find a kindred spirit in Meredith, even as we root for her to find fulfillment and peace.

Literary Events

January 14, 2:00 p.m.

Traditional Storytelling Event
Deming Library, 5044 Mt. Baker Hwy.,
Deming
360.592.2422, wcls.org

Angela Letoi is a member of the Nooksack Indian Tribe and has been a storyteller since 2017. Join her and honored guest and elder storyteller Tammy Cooper-Woodrich for this special program.

January 20, 1:00 p.m.

Books and Bites
Blaine Library, 610 3rd St., Blaine
360.305.3637, wcls.org

This monthly book club's January discussion is about "The Echo Wife" by Sarah Gailey, which Entertainment Weekly labels "a trippy domestic thriller which takes the extramarital affair trope in some intriguingly weird new directions."

January 21, 11:00 a.m.

Cascadia Tea Events @ Whatcom Tea presents Lunar New Year Tea Celebration
Lynden Library, 216 4th St., Lynden
360.354.4883, wcls.org

Learn all about the history of tea, including how it shaped the world, started wars, and more. Celebrate the start of the Lunar New Year by tasting fine teas of the world, Lunar New Year snacks, and arts and crafts.

Media Coverage

- *Whatcom Talk*, Jan. 5, 2023, [WCLS Celebrates Local Teen Artists - WhatcomTalk](#)
- *The Northern Light*, Jan. 11, 2023, [Silverado to host dementia classes at Blaine Library](#)
- *Cascadia Daily News*, Jan. 11, 2023, [The Hammer Vol. XLVIII](#) (mentions Whatcomics)
- *Cascadia Daily News*, Jan. 14, 2023, [Whatcomics celebrates young local artists in annual published anthology](#)
- *Lynden Tribune*, Jan. 18, 2023, [Sumas library almost ready to reopen](#)
- *Lynden Tribune*, Jan. 18, 2023, [Bringing the Sumas Library back to life](#)
- *The Northern Light*, Jan. 18, 2023, [Department of Commerce rejects Birch Bay library scope change](#)
- *KGMI*, Jan. 18, 2023, [State Commerce Department rejects plan for smaller library in Birch Bay](#)
- *All Point Bulletin*, Jan. 27, 2023, [New Year's Eve day party](#)

Mary Vermillion

Community Relations Manager

Collection Size	January		
	Physical	Electronic	Total
	312,389	254,215	566,604

Circulation<	January		Year to Date		% Chg
	2022	2023	2022	2023	
Physical Circulation					
Blaine	14,663	12,516	14,663	12,516	-14.6%
Bookmobile & Outreach	4,422	4,496	4,422	4,496	1.7%
Deming	9,839	8,220	9,839	8,220	-16.5%
Everson	9,709	10,182	9,709	10,182	4.9%
Ferndale	32,922	31,998	32,922	31,998	-2.8%
Island	1,930	2,019	1,930	2,019	4.6%
Lynden	38,321	38,921	38,321	38,921	1.6%
North Fork	4,273	4,547	4,273	4,547	6.4%
NWIC	21	15	21	15	-28.6%
Point Roberts + PRX	2,013	2,471	2,013	2,471	22.8%
Sumas	229	235	229	235	2.6%
South Whatcom	6,941	7,444	6,941	7,444	7.2%
NDX	3,720	3,282	3,720	3,282	-11.8%
Total	129,003	126,346	129,003	126,346	-2.06%
Electronic Circulation					
eBooks/eAudiobooks	28,311	31,813	28,311	31,813	12.4%
eMusic	11,619	8,369	11,619	8,369	-28.0%
Streaming Video	1,040	900	1,040	900	-13.5%
eMagazines	1,713	1,747	1,713	1,747	2.0%
Total	42,683	42,829	42,683	42,829	0.34%
Total Circulation	171,686	169,175	171,686	169,175	-1.46%

< Sumas Library closed 11/20/21 to present.

Visitors (Door Counts)	January			Year to Date		% Chg
	2019	2022	2023	2022	2023	
Blaine	8,857	5,200	5,835	5,200	5,835	12.2%
Deming	3,905	2,178	2,344	2,178	2,344	7.6%
Everson	5,668	2,196	2,760	2,196	2,760	25.7%
Ferndale	17,333	8,678	10,094	8,678	10,094	16.3%
Island	1,450	1,069	751	1,069	751	-29.7%
Lynden	17,316	9,471	8,362	9,471	8,362	-11.7%
Northwest Drive Express		340	299	340	299	-12.1%
North Fork	2,826	1,222	1,359	1,222	1,359	11.2%
Point Roberts + PRX	1,318	944	1,081	944	1,081	14.5%
Sumas	1,724	0	0	0	0	
South Whatcom	2,207	2,030	1,749	2,030	1,749	-13.8%
Total	62,604	33,328	34,634	33,328	34,634	3.92%

New Borrowers	January		Year to Date		% Chg
	2022	2023	2022	2023	
Registered	311	680	311	680	118.65%

Patron Service	January		Year to Date		% Chg
	2022	2023	2022	2023	
Interlibrary Loan					
Borrowed from BPL	13,000	12,383	13,000	12,383	-4.7%
Lent to BPL	25,844	22,736	25,844	22,736	-12.0%
Borrowed from other libraries	1,028	425	1,028	425	-58.7%
Lent to other libraries	511	499	511	499	-2.3%

Electronic Resources	January		Year to Date		% Chg
	2022	2023	2022	2023	
WCLS.org Entrances	40,269	38,463	40,269	38,463	-4.5%
Bibliocommons Entrances	54,656	55,920	54,656	55,920	2.3%
Internet Sessions	2,274	2,862	2,274	2,862	25.9%
Wifi Clients / Sessions	5,206	6,059	5,206	6,059	16.4%

Volunteers	January		Year to Date		% Chg
	2022	2023	2022	2023	
Volunteer Hours	625.00	629.50	625.00	629.50	0.7%

Activities	January		Year to Date		% Chg
	2022	2023	2022	2023	
Programs					
Adults	11	44	11	44	300.0%
Teens	13	20	13	20	53.8%
Children	33	52	33	52	57.6%
Total	57	116	57	116	103.5%

Attendance					
Adults	164	474	164	474	189.0%
Teens	159	721	159	721	353.5%
Children	421	1,702	421	1702	304.3%
Total	744	2,897	744	2,897	289.4%

Corrections:

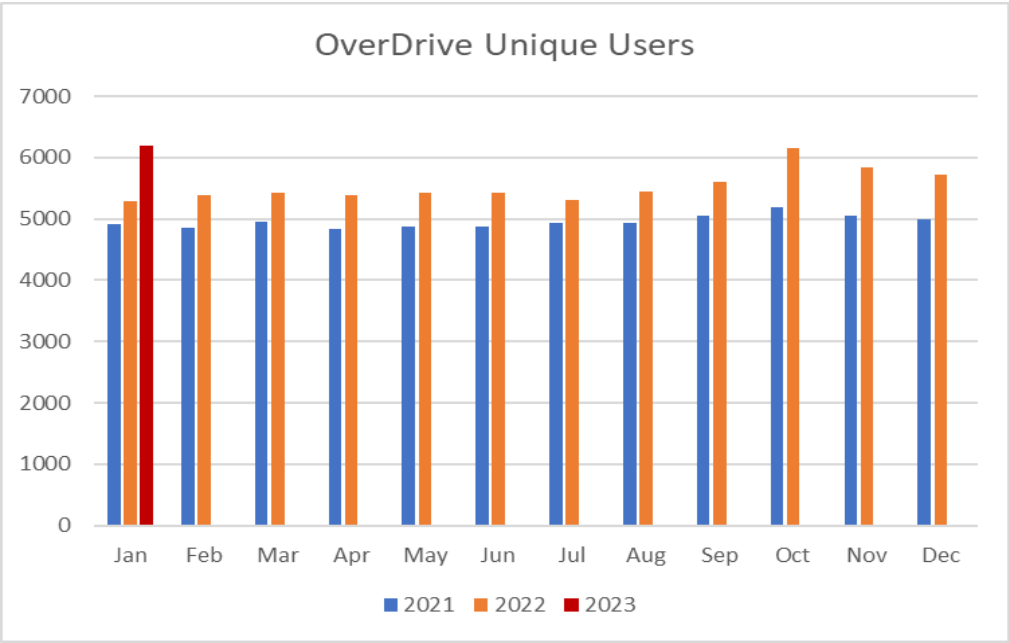
Electronic Resources	June		Year to Date		% Chg	Late Entry
	2021	2022	2021	2022		
Internet Sessions	1,773	1,734	5,217	14,935	186.3%	
Wifi Clients / Sessions	5,546	6,642	27,753	36,043	29.9%	

Volunteers	August		Year to Date		% Chg	Late Entry IS Increase of 68 hours
	2021	2022	2021	2022		
Volunteer Hours	711.50	790.50	5,168.50	6,347.25	22.8%	

Volunteers	December		Year to Date		% Chg	Late Entry IS Increase of 17 hours
	2021	2022	2021	2022		
Volunteer Hours	723.00	670.00	8,565.25	9,201.50	7.4%	

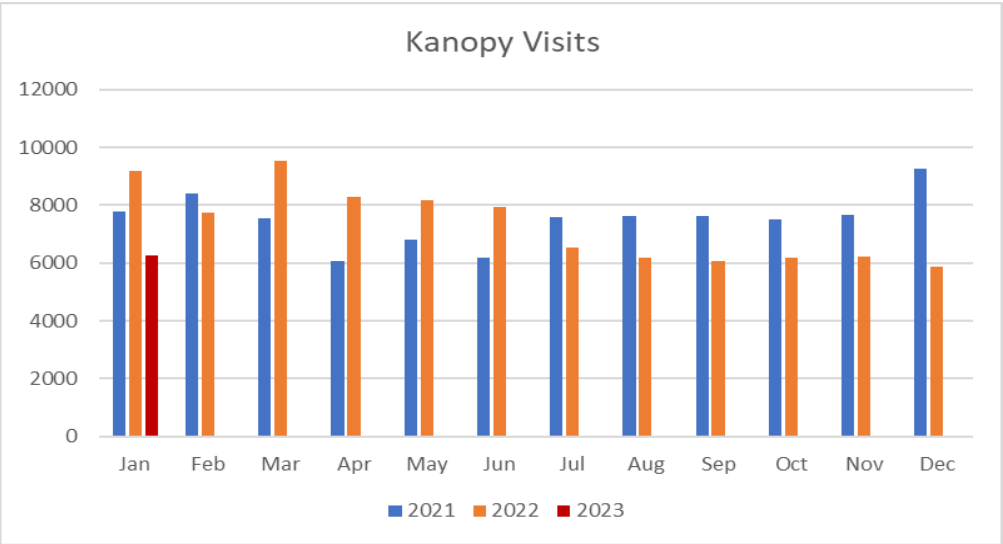
OVERDRIVE UNIQUE USERS

The number of unique users who are consistently using OverDrive/Libby for their reading/listening continues to grow; January 2023 was our highest month ever with 6,187 unique WCLS users engaging with OverDrive content (36 more than the previous high in October 2022). Based on the number of WCLS holds, top digital titles of interest for WCLS patrons are *Spare* by Prince Harry, *Lessons in Chemistry* by Bonnie Garmus, and *Demon Copperhead* by Barbara Kingsolver.



KANOPY VISITS - JANUARY TO DECEMBER COMPARISON

While Kanopy use has remained pretty static from month-to-month, a standout this month is the number of countries from which WCLS patrons accessed Kanopy content - 10 countries/territories in addition to the U.S. and Canada (Portugal, Taiwan, Singapore, Mexico, Japan, France, U.K., Costa Rica, Netherlands, and Puerto Rico). 260 unique users watched an average of just over 4 hours of content during the month; *Alone* Season 2 had the most plays (50).



DATABASE USAGE

Aggregated database use numbers rebounded from December's holiday low, although are still falling short of our high marks in 2022. Once again, Creativebug statistics demonstrate that database use depends on active promotion campaigns to create users who we hope will then make new habits to use our databases without reminders. Creativebug was featured in December social media posts; usage increased 70% in December over November, and January was 51% higher than December, even without promotion, showing that the users returned to the platform.

