



BOARD OF TRUSTEES MEETING
Whatcom County Library System
July 21, 2026

Via Teams 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 homeland of the Nooksack, Lummi and other Coast Salish peoples. They have been its stewards since time immemorial, respecting the land, river and ocean with the understanding that everything is connected, related and alive. We acknowledge the elders and their collective and individual plights and achievements. We consider the legacies of violence, displacement, migration, and settlement that bring us together today. And we pursue ongoing action, to build lasting relationships and grow together 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 Allyson.McBride@wcls.org prior to the meeting.
3. 9:15 a.m. **Consent Agenda**
 - a. Meeting Minutes
 - b. Expenditures
4. 9:20 a.m. **Financial Report and Resolutions**
 - a. Finance Committee Report
 - b. Resolution 07/21/26-06 Amending the 2026 General Fund Budget
5. 9:30 a.m. **Trustee Education: Interlibrary Loan** – Rosie Everson and Katie Kerr
6. 9:50 a.m. **Policy Review and/or Update**
 - a. Board of Trustees Bylaws Policy 2.01
 - b. Trustee Code of Ethics Policy 2.02
 - c. Conflict of Interest Policy 2.03
 - d. Roles of the WCLS Board of Trustees and the Executive Director Policy 2.04
 - e. Addressing the Library Board of Trustees Policy 2.05
 - f. Board of Trustees Guest Sign-In Form Procedure 2.05.01
7. 10:00 a.m. **Parking Lot Repair and Maintenance Bid Award**
8. 10:10 a.m. **BREAK**
9. 10:20 a.m. **Birch Bay Utility Easement**
 - a. Resolution 07/21/26-07 Authorizing the Executive Director to Execute an Easement
10. 10:30 a.m. **Staff Reports**
11. 10:50 a.m. **Performance Measures and Committee Reports**
12. 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 Allyson.McBride@wcls.org before 4:00 p.m. Monday, July 20, 2026. Written comments may be submitted to Allyson.McBride@wcls.org prior to the meeting.



Board Meeting Agenda Item Cover Sheet

Meeting Date:	7/21/2026
Committee or Department:	Administration Department
Subject:	Consent Agenda – Board Meeting Minutes, Monthly Expenditures
Prepared By:	Jackie Saul
Impact upon Budget?	☒ Yes ☐ No
Supporting Documents:	☒ Yes ☐ No

Recommendation or Request: Approval of consent agenda items

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

Summary:

Meeting Minutes:

- June 16, 2026 Regular Board Meeting

Expenditures:

General Fund:

- May 16-31, 2026 payroll: check nos. 1047309745-1047309748 and voucher nos. 566622-566779 totaling \$279,954.76 and June 1-15, 2026 payroll: check nos. 1047473546-1047473549 and voucher nos. 566783-566938 totaling \$270,070.12.
- ACH transactions for employee benefits, payroll processing fees, telecommunication services and monthly sales/use tax filings totaling \$92,923.26; 49,445.42 of this is for employee-funded contributions to dental and vision insurance premiums, Health Savings Accounts, and PERS and deferred compensation plans (made via payroll deduction).
- Claim 2026-22G: warrant nos. 1277670-1277685 totaling \$42,172.82
- Claim 2026-23G: warrant nos. 1277942-1277974 totaling \$164,571.38
- Claim 2026-24G: warrant nos. 1278175-1278201 totaling \$28,687.64
- Claim 2026-25G: warrant nos. 1278634-1278662 totaling \$28,277.74
- Claim 2026-26G: warrant nos. 1279135-1279152 totaling \$72,318.87

Capital Fund:

- Claim 2026-12C: warrant no. 1277686 totaling \$27,756.96
- Claim 2026-13C: warrant nos. 1277975-1277976 totaling \$11,795.67
- Claim 2026-14C: warrant no. 1278202 totaling \$89,534.18
- Claim 2026-15C: warrant nos. 1278663-1278664 totaling \$2,613.72
- Claim 2026-16C: warrant no. 1279153 totaling \$888.90

Alternatives: N/A

Fiscal Impact: Expenditures for approval paid from available 2026 budgeted funds.

Comments: The Finance Committee has reviewed the General and Capital Fund claims listed above. They reviewed that there were three General Journal entries made in June.

Library Board of Trustees Regular Meeting

June 16, 2026

Location

This meeting was held in a hybrid manner, with remote attendance via Microsoft Teams and in-person attendance at Administrative Services, 5205 Northwest Dr, Bellingham, WA, 98226.

In Attendance

Trustees: Trustees: Matthew Santos, Chair; John Miller, Vice Chair; Danielle Gaughen, Secretary; Jes Stugelmayer. Absent: Riley Sweeney

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; Mary Kinser, Collection Services Manager; Geoff Fitzpatrick, IT Services Manager; Ryan Cullup, Facilities Services Manager; Beth Andrews, Human Resources Manager; Dianne Marrs-Smith, Birch Bay and Lynden Library Manager and Friends of the Birch Bay Library (FOBBL) President; Jessica Burson, Foundation Development Director; Maggie Mae Nase, Learning Coordinator; Allyson McBride, Records Management Specialist & Executive Assistant, Neil McKay, Online Experience Coordinator; Amy Jones, Communications Specialist; Siri Beckmen, Communications Assistant.

Guests: Kevin White, Senior Director of EMC Research

Call to Order

Matthew determined quorum and called the meeting to order at 9:01 a.m.

Open Public Comment

No public comment.

Consent Agenda

The Consent Agenda included minutes of the May 17, 2026, Board of Trustees Regular Meeting, Resolution 06/16/26-04 declaring a capital asset as surplus, Resolution 06/16/26-05 appointing applicant's agent as well as the following expenditures:

General Fund:

- April 16-30, 2026 payroll: check nos. 1046956987-1046956991 and voucher nos. 566303-566458 totaling \$266,088.74 and May 1-15, 2026 payroll: check nos. 1047138126-1047138129 and voucher nos. 566462-566618 totaling \$270,240.88.
- ACH transactions for employee benefits, payroll processing fees, telecommunication services and monthly sales/use tax filings totaling \$93,633.67; \$51,369.03 of this is for employee-funded contributions to dental and vision insurance premiums, Health Savings Accounts, and PERS and deferred compensation plans (made via payroll deduction).

- Claim 2026-18G: warrant nos. 1276149-1276168 totaling \$28,755.49
- Claim 2026-19G: warrant nos. 1276425-1276444 totaling \$137,608.65
- Claim 2026-20G: warrant nos. 1276736-1276758 totaling \$32,099.93
- Claim 2026-21G: warrant nos. 1277133-1277158 totaling \$79,810.12

Capital Fund:

- Claim 2026-09C: warrant nos. 1276169-1276170 totaling \$12,930.82
- Claim 2026-10C: warrant no. 1276759 totaling \$4,545.30
- Claim 2026-11C: warrant nos. 1277159-1277161 totaling \$46,173.36

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

Financial Report and Resolutions: Finance Committee Report

Jackie noted that resolution 06/16/26-05 (on the Consent Agenda) would designate Christine and Jackie as authorized representatives to obtain federal and/or state emergency or disaster assistance funds. In this case, this would be specifically for FEMA processing for the Sumas flooding.

While reviewing her report, Jackie noted that at the end of April we were just shy of half of annual levy funds; additional have come through in May. She confirmed that the rest will come through in October.

Jackie thanked Whatcom County Library Foundation for their support, especially for funding for the Summer at the Library and Open Book programs reported in the Contributions and Donations revenue line.

Jackie presented the expenditures, noting that 42% of the year has passed and we are still trending close to budget.

Non-User Survey Results: EMC Research

Mary Vermillion introduced Kevin White, Senior Director of EMC Research, to discuss the results of the Non-user Survey. Kevin confirmed that a total of 200 surveys of self-reported non-users were conducted, leaving a +/- 6.9% margin of error. The overall results showed that most non-users have a favorable view of WCLS.

Kevin reviewed the detailed survey results with the group which included questions about local community perception, Whatcom County Library System perception, and barriers to and drivers of increased library usage. The Board thanked Kevin for the information he provided. Kevin thanked Mary and Christine and signed off.

Next, the Community Relations team will be looking at the survey results. The Marketing Committee will meet to develop a marketing plan based on these findings and will develop a proposed marketing budget for 2027.

Trustee Education: WCLS Fleet Electric Vehicle Implementation

Ryan reminded the Board that PSE granted WCLS \$250,000 for electric vehicle charging stations and infrastructure, with the requirement that WCLS purchase of two electric vehicles. WCLS selected two Chevy Blazers and they are ready to go. These vehicles will be used for passenger transportation and by the Distribution Department for traveling to Island and Point Roberts Libraries, and may be used to travel to conferences as far away as Seattle.

Ryan and the Board members took a moment to go look at the new vehicles and charging stations in person.

Break

Matthew adjourned for a break from 10:10-10:20 a.m.

Interlocal Agreement with Whatcom County

Jackie reminded the Board that Whatcom County is terminating our agreement for fuel purchasing. They have gone out to bid for a new contract with a fuel distributor. She provided the Board with an Interlocal Purchasing Agreement between WCLS and Whatcom County that would allow WCLS to piggyback on Whatcom County's new fuel purchasing agreement with Nelson-Reisner.

If approved by the Board, the signed agreement will be sent back to Whatcom County for execution. WCLS will then enter into its own contract with Nelson-Reisner, using the terms negotiated by Whatcom County. The hope is to get this completed by the end of July.

Matthew moved approval to authorize Executive Director to sign an interlocal purchasing agreement with Whatcom County. Seconded. Approved unanimously.

Matthew moved approval to authorize Executive Director to enter into a purchasing agreement with Nelson-Reisner to piggyback onto Whatcom County's, following execution of interlocal purchasing agreement with Whatcom County. Seconded. Approved unanimously.

Staff Reports: Executive Director

In addition to her written report, Christine highlighted that staff are currently moving collection materials back to Sumas. She gave her thanks to the Collection Services team for reviewing the collection, to Facilities for re-installing shelving at the branch, to Distribution for getting all of the materials back to the branch safely, and Sumas staff for returning everything to shelves. Christine confirmed that the small meeting room at Sumas is still under construction, but the rest of the library can still operate during this time.

Christine shared that Blaine Branch Manager Jonathan Jakobitz, Ryan Cullup and herself met recently with Blaine City Manager Michael Harmon. Harmon told them that the City is interested in finding a developer to build a mixed-use redevelopment project which would include multifamily housing and a library. The City of Blaine released a public Request For Proposals to give the opportunity for developers to come forward; the closing date for submissions will be July 8. There are many steps between now and anything coming together but WCLS will continue to be in contact with the City of Blaine.

Danielle asked how many stories are being proposed. Ryan said that it depends on the RFP results but it could be four or more. Jes asked if this new building aligns with what we are hearing from patrons on needs. Christine confirmed that surveys have shown a strong interest from Blaine residents for a new, larger library in Blaine.

Christine will continue to provide updates as she receives them.

Staff Reports: Deputy Director

Michael had no additional information to share besides his written report.

Staff Reports: Youth Services Manager

Thom shared his written report and pointed out that this month's focus is all about the "Hansel and Gretel" puppet show that the Youth Services team put together. He applauded the time and effort that the team has put in and emphasized that it paid off. Thom felt that the shows turned out to be magic for all. Thom mentioned that there were a couple of opportunities for kids play with the puppets after the shows. He said that watching them create their own stories shows the impact these performances have on kids. Thom confirmed that Paul Fullner, Sumas Branch Manager, and Evie Harman, Youth Services Assistant, are looking for a date to hold the show at Sumas.

Staff Reports: Community Relations Manager

Mary discussed her written report. It shows all of the ways Community Relations is reaching out to people and helping them be aware of the Summer at the Library program. Mary is proud that the entire campaign was developed and designed in-house by our talented Community Relations staff. She acknowledged the sheer amount of work they have all put into developing the marketing. Mary celebrated the many extras and add-ons made possible by our sponsors, which include WCLF, Peoples Bank and Whatcom Together. Mary gave a big thanks to them all.

Jes asked if the seagull mascot has a name. Mary confirmed that, yes it does. His name is Livingston C. Gull.

Performance Measures & Committee Reports: Performance Measures

Michael said that the Blaine library was closed briefly and provided limited services due to renovations and Sumas is still currently closed. Both of these events had an impact of the overall circulation numbers last month. In May 2025, there was a big push for Freegal resulting in the eMusic numbers being much higher than this year's. He also noted that there was a correction made to the April 2026 report due to an Excel error.

Christine asked the Board for permission to forgo the monthly digital statistics that Lisa was pulling. Jes requested that they still be presented quarterly. The group agreed to move forward with providing quarterly information on the database statistics.

Performance Measures & Committee Reports: Whatcom County Library Foundation

Jessica Burson joined the meeting to update the Board on the WCLF Donor Appreciation Luncheon which took place Wednesday, May 20. The luncheon was an opportunity to share updates about WCLS and WCLF with WCLF supporters and an experience that WCLF could provide to donors without giving an ask. Jessica confirmed that there was a very good turnout of approximately 70 individuals. Attendees included donors from the very beginning of WCLF, some members of Friends of the Library groups and even some brand new donors. There were also some current corporate sponsors in attendance.

Christine and Jessica presented some examples of what these donors have been supporting with their donations and the impact they have had. One of the presentations included a video interview with a mother and son who were the first ones to complete the First 500 program by reading 500 books together. The video is linked at <https://www.wcls.org/first500/>. Jessica said she was thankful for the conversations that took place and having those connections with families. She thanked Neil McKay, WCLS Online Experience Coordinator, for his help with the last-minute filming of the video and helping it all come together. Jessica finished her presentation to the Board of Trustees by reading an email that was received from a lifetime donor from Blaine who applauded the luncheon.

During her portion of the presentation, Christine focused mainly on the current Strategic Planning Process. Christine applauded Jessica and was glad that she was able to put this event together.

Jessica confirmed that Branch Out is being planned for September 11 at the Bellwether Hotel. She is working on a new corporate sponsor option list and will send it to the Board of Trustees for them to review and add any organizations that they feel would be interested in participating.

Announcements and Adjourn

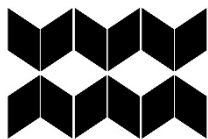
Christine gave an update on the Classification and Compensation study. She informed the Board that job analysis questionnaires (JAQs) went out this week for all staff to complete. Staff will have two weeks to complete the questionnaire.

Matthew adjourned the meeting at 11:08 a.m.

Next Meeting

The next Board of Trustees meeting will be held on July 21, 2026, at 9:00 a.m. online via Microsoft Teams and at Administrative Services, 5205 Northwest Drive, Bellingham, WA 98226.

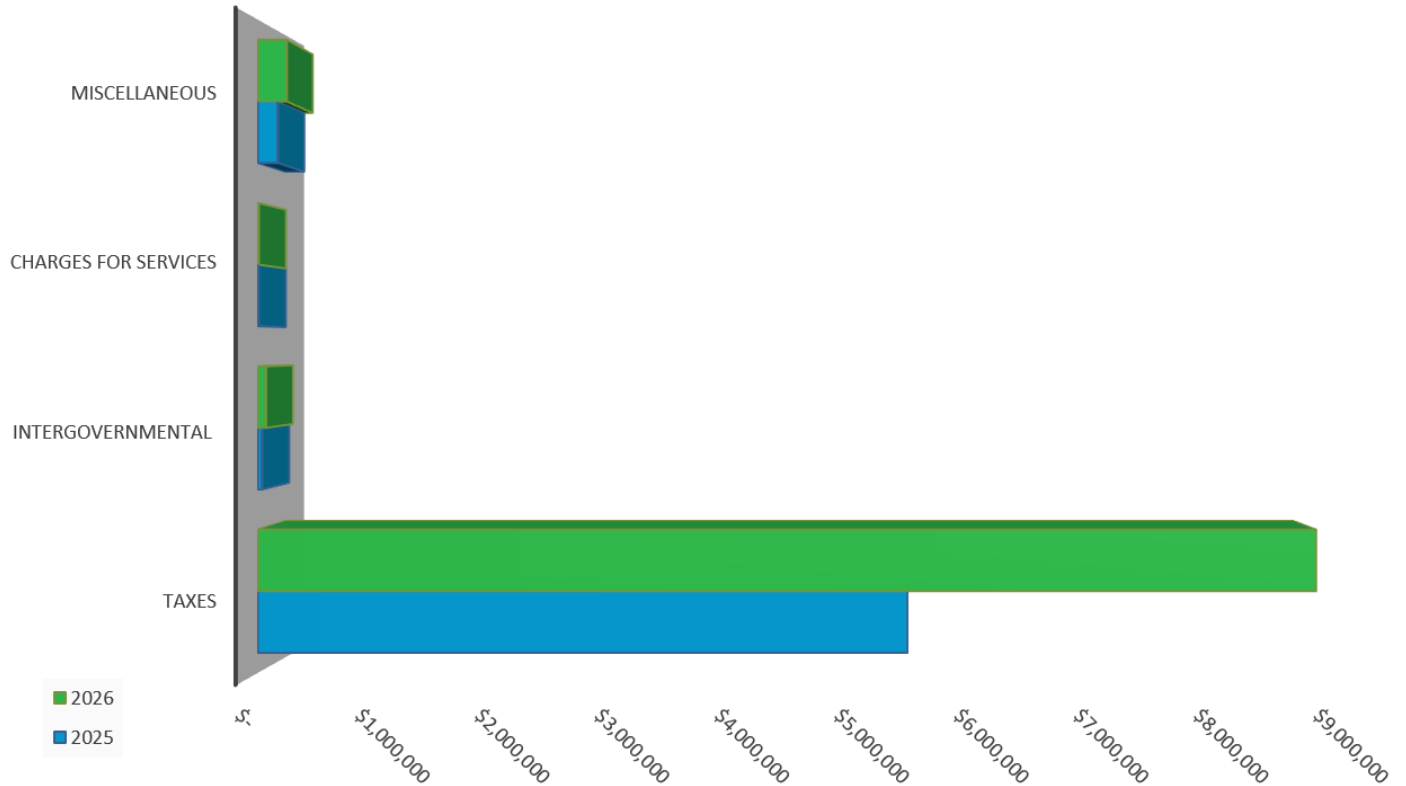
Danielle Gaughen, Board Secretary	07-21-2026 Date	Allyson McBride, Exec. Assistant



**2026 Budget Revenues - Year-To-Date
June 2026 (50% 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	\$ 16,816,085	\$ 9,162,806	96.62%	54.49%	\$ (7,653,280)
	TOTAL TAXES	16,816,085	9,162,806	96.62%	54.49%	(7,653,280)
330	INTERGOVERNMENTAL REVENUE					
337.1000	Local Grants, Entitlements & Other	45,000	46,472	0.49%	103.27%	1,472
337.2000	Leasehold Excise Tax	30,000	21,345	0.23%	71.15%	(8,655)
	TOTAL INTERGOV. REVENUE	75,000	67,817	0.72%	90.42%	(7,183)
340	CHARGES FOR GOODS & SERVICES					
347.2001	Printing & Duplication Services	7,000	4,284	0.05%	61.20%	(2,716)
347.2002	Library Use Fees	13,000	520	0.01%	4.00%	(12,480)
	TOTAL CHARGES FOR SERVICES	20,000	4,804	0.05%	24.02%	(15,196)
360	MISCELLANEOUS REVENUES					
361.1100	Investment Interest	404,800	159,326	1.68%	39.36%	(245,474)
362.1000	Rents & Leases	4,000	2,596	0.03%	64.90%	(1,404)
367.1000	Contributions & Donations	88,000	71,458	0.75%	81.20%	(16,542)
369.1000	Sale of Surplus	100	70	0.00%	70.00%	(30)
369.8100	Cashier's Overages or Shortages	-	1.20	0.00%	0.00%	1
369.9101	Other Misc. Revenue	24,750	9,930	0.10%	40.12%	(14,820)
369.9102	Reimburse Lost/Damaged Books	10,000	4,733	0.05%	47.33%	(5,267)
	TOTAL MISC. REVENUES	531,650	248,115	2.62%	46.67%	(283,535)
	TOTAL OPERATING REVENUE	17,442,735	9,483,541	100.00%	54.37%	(7,959,194)
390	OTHER FINANCING SOURCES					
395.1000	Proceeds from Sale of Capital Assets	-	-	0.00%	0.00%	-
	TOTAL OTHER FINANCING SOURCES	-	-	0.00%	0.00%	-
	TOTAL REVENUE	\$ 17,442,735	\$ 9,483,541	100.00%	54.37%	\$ (7,959,194)

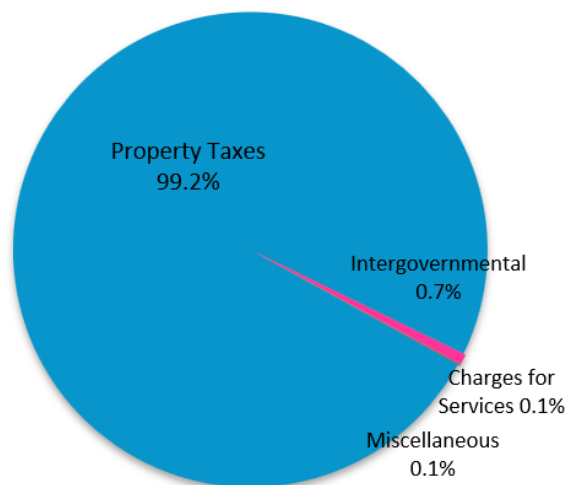
General Fund Operating Revenue to Date-Compared to Prior Year



Actual General Fund Revenue Year to Date Comparison

	2025	2026	% Change
Taxes	\$ 5,624,666	\$ 9,162,806	62.90%
Intergovernmental	34,831	67,817	94.70%
Charges for Services	4,162	4,804	15.43%
Miscellaneous	171,463	248,115	44.70%
Total Operating Revenue	5,835,121	9,483,541	62.53%
Other Financing Sources	-	-	0.00%
Total Revenue	\$ 5,835,121	\$ 9,483,541	62.53%

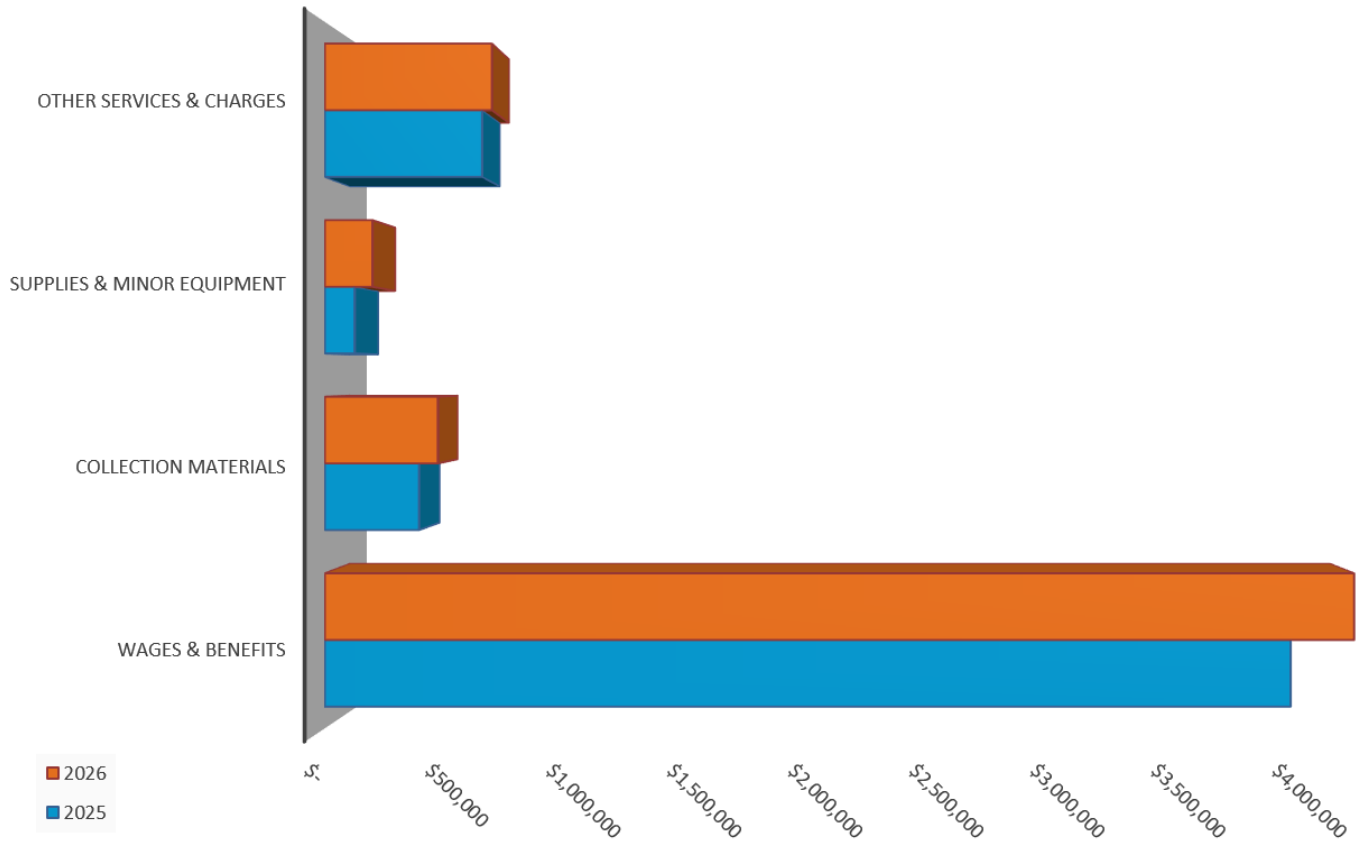
YTD Revenue by category



2026 Budget Expenditures - Year-To-Date
June 2026 (50% 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					
572.1000	Salaries and Wages	\$ 6,901,446	3,347,336	57.58%	48.50%	\$ (3,554,110)
572.2000	Benefits	2,203,925	1,061,923	18.27%	48.18%	(1,142,002)
	TOTAL SALARIES, WAGES, & BENEFITS	9,105,371	4,409,259	75.85%	48.42%	(4,696,112)
572.30	SUPPLIES & MINOR EQUIPMENT					
572.3031	Office & Operating Supplies	180,225	83,401	1.43%	46.28%	(96,823)
572.3032	Fuel	27,650	15,674	0.27%	56.69%	(11,976)
572.3034	Collection Materials	1,400,000	484,230	8.33%	34.59%	(915,770)
572.3035	Small Tools & Minor Equipment	239,800	104,960	1.81%	43.77%	(134,840)
	TOTAL SUPPLIES & MINOR EQUIPMENT	1,847,675	688,265	11.84%	37.25%	(1,159,410)
572.40	OTHER SERVICES & CHARGES					
572.4041	Professional Services	742,875	367,188	6.32%	49.43%	(375,686)
572.4042	Communication	140,450	50,867	0.88%	36.22%	(89,583)
572.4043	Travel	53,025	20,680	0.36%	39.00%	(32,345)
572.4044	Taxes & Operating Assessments	750	339	0.01%	45.21%	(411)
572.4045	Operating Rentals & Leases	27,447	12,478	0.21%	45.46%	(14,969)
572.4046	Insurance	122,634	88,544	1.52%	72.20%	(34,090)
572.4047	Utilities	186,066	89,567	1.54%	48.14%	(96,499)
572.4048	Repair & Maintenance	120,255	49,647	0.85%	41.28%	(70,608)
572.4049	Miscellaneous	118,965	36,272	0.62%	30.49%	(82,693)
	TOTAL OTHER SERVICES & CHARGES	1,512,468	715,584	12.31%	47.31%	(796,884)
	TOTAL OPERATING EXPENDITURES	12,465,513	5,813,107	100.00%	46.63%	(6,652,406)
590	OTHER FINANCING USES					
597.1000	Transfers to Capital	1,000,000	-	0.00%	0.00%	-
	TOTAL OTHER FINANCING USES	1,000,000	-	0.00%	0.00%	-
	TOTAL EXPENDITURES	\$ 13,465,513	5,813,107	100.00%	43.17%	\$ (7,652,406)
	NET INCOME (LOSS)	\$ 3,977,222	3,670,433			\$ (306,789)
	FUND BALANCE SUMMARY					
	Beginning Fund Balance	\$ 9,115,981	9,115,981			
	Net Income	3,977,222	3,670,433			(306,789)
	Ending Fund Balance	\$ 13,093,203	12,786,414			\$ (306,789)

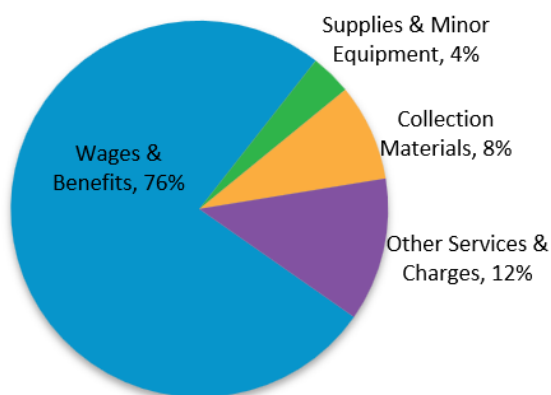
General Fund Operating Expenditures to Date-Compared to Prior Year



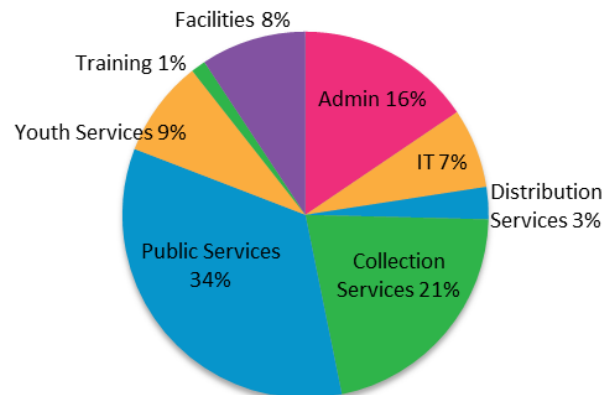
Actual General Fund Expenditures Year to Date Comparison

	2025	2026	% Change
Wages & Benefits	\$ 4,137,467	\$ 4,409,259	6.57%
Collection Materials	403,446	484,230	20.02%
Supplies & Minor Equipment	127,391	204,035	60.16%
Other Services & Charges	673,551	715,584	6.24%
Total Operating Expenditures	5,341,855	5,813,107	8.82%
Other Financing Uses	-	-	0.00%
Total Expenditures	\$ 5,341,855	\$ 5,813,107	8.82%
Net Operating Income	\$ 493,266	\$ 3,670,433	644.11%

YTD Expense by Category



YTD Expense by Department

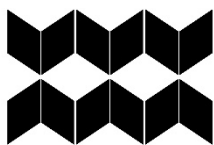


Fund Balance Summary	2025 Actual	2026 Budgeted	2026 Actual to Date
Beginning Fund Balance	\$ 9,932,448	9,115,981	\$ 9,115,981
Revenue	10,582,816	17,442,735	9,483,541
Expenditures	(11,399,284)	(13,465,513)	(5,813,107)
Ending Fund Balance	\$ 9,115,981	\$ 13,093,203	\$ 12,786,414

Ending Fund Balance Designation Detail	2025 Actual	2026 Budgeted	2026 Actual to Date
Designated Ending Fund Balance - Cash Flow	\$ 3,767,044	\$ 4,107,993	\$ 4,107,993
Designated Ending Fund Balance - Emergency	951,274	1,037,372	1,037,372
Designated Ending Fund Balance - Capital Transfer	78,164	1,000,000	1,000,000
Designated Ending Fund Balance - Unemployment Comp Reserve	15,560	17,254	17,254
Designated Ending Fund Balance - Birch Bay Operating Fund	600,000	505,000	600,000
Designated Ending Fund Balance - Facility Ownership & Library Svcs Fund	2,967,315	2,967,315	2,967,315
Designated Ending Fund Balance - Facility Maintenance Fund	550,000	550,000	550,000
Designated Ending Fund Balance - Levy Sustainability Fund	-	1,000,000	-
Total Designated Ending Fund Balance	8,929,357	11,184,933	10,279,933
Ending Unassigned Funds with no designation	186,623	1,908,269	2,506,481
Total Ending Fund Balance	\$ 9,115,981	\$ 13,093,203	\$ 12,786,414

June Summary

- As of the end of June, halfway through the fiscal year, we have received \$9,162,806 in property tax revenue, which is 54% of the \$16,816,085 budgeted for the year. Total revenue is \$9,483,541 (54% of budget).
- Operating expenditures are below budget at \$5,813,107 (43%), leaving us with a year-to-date net income of \$3,670,433.
- The interlocal agreement with Whatcom County approved at last month's meeting was formally approved by County Council on July 14. This will allow us to enter into a fuel purchasing agreement with Nelson-Reisner, piggybacking on the County's procurement process. The fuel agreement is in the works and we hope to have it executed on August 1 (the same effective date as the County's contract).
- We typically make a transfer from the General Fund to the Capital Fund around this time each year. Because we budgeted for a larger amount than normal (\$1 million), I am going to wait and make the transfer in November, after our next influx of property tax revenue. We do have sufficient cash flow in the Capital Fund until then.



whatcom county
library system

Board Meeting Agenda Item Cover Sheet

Meeting Date:	7/21/2026
Committee or Department:	Administration
Subject:	Resolution 07/21/26-06 Amending the 2026 General Fund Budget
Prepared By:	Jackie Saul
Impact upon Budget?	☒ Yes ☐ No
Supporting Documents:	☒ Yes ☐ No

Recommendation or Request: Approval of Resolution 07/21/26-06 amending the 2026 General Fund Budget

Suggested Motion for Consideration: Move approval of Resolution 07/21/26-06 amending the 2026 General Fund Budget

Summary:

This resolution adjusts the General Fund Budget as follows:

- Revenue is updated to include additional grant funds received from the Whatcom County Library Foundation and American Library Association.
- Costs associated with these grants are added to Office and Operating Supplies and Professional Services.
- Office and Operating Supply costs are further increased for the purchase of library cards.
- Fuel expenses are increased based on year-to-date trends and expected cost increases.
- Funds are shifted from Professional Services to Operating Rentals and Leases.
- Professional Services costs are updated to reflect a reduction in contractor expenses for special projects, resulting in a net decrease.

Alternatives: N/A

Fiscal Impact: An increase of \$15,000 to revenue and a decrease of \$4,550 in expenditures, resulting in a net increase of \$19,550 to the ending fund balance.

Comments: N/A

WHATCOM COUNTY LIBRARY SYSTEM
2026 General Fund Budget Amendment
July 21, 2026

Revenue

Acct No.	Description	2026 Budget Adopted	Amended Amount	Adjustment Amount	Notes
308	BEGINNING FUND BAL	\$ 9,115,981	9,115,981	\$ -	
310	TAXES				
311.10	General Property Taxes	16,816,085	16,816,085	-	
	TOTAL TAXES	16,816,085	16,816,085	-	
330	INTERGOVERNMENTAL REVENUE				
337.1000	Local Grants, Entitlements & Other	45,000	45,000	-	
337.2000	Leasehold Excise Tax	30,000	30,000	-	
	TOTAL INTERGOV. REVENUE	75,000	75,000	-	
340	CHARGES FOR GOODS & SERVICES				
347.2001	Printing & Duplication Services	7,000	7,000	-	
347.2002	Library Use Fees	13,000	13,000	-	
	TOTAL CHARGES FOR SERVICES	20,000	20,000	-	
360	MISCELLANEOUS REVENUES				
361.1100	Investment Interest	404,800	404,800	-	
362.1000	Rents & Leases	4,000	4,000	-	
367.1000	Contributions & Donations	88,000	103,000	15,000	Grants from WCLF, ALA
369.1000	Sale of Surplus	100	100	-	
369.9101	Other Misc. Revenue	24,750	24,750	-	
369.9102	Reimburse Lost/Damaged Books	10,000	10,000	-	
369.9105	E-Rate Reimbursement	-	-	-	
	TOTAL MISC. REVENUES	531,650	546,650	15,000	
	TOTAL OPERATING REVENUE	17,442,735	17,457,735	15,000	
390	OTHER FINANCING SOURCES				
395.1000	Proceeds from Sale of Capital Assets	-	-	-	
395.2000	Insurance Recoveries	-	-	-	
397.3000	Transfer from Reserves to Operating	-	-	-	
	TOTAL OTHER FINANCING SOURCES	-	-	-	
	TOTAL REVENUE	\$ 17,442,735	17,457,735	\$ 15,000	

WHATCOM COUNTY LIBRARY SYSTEM
2026 General Fund Budget Amendment
July 21, 2026

Revenue					
Acct No.	Description	2026 Budget Adopted	Amended Amount	Adjustment Amount	Notes
572	SALARIES, WAGES, & BENEFITS				
572.1000	Salaries and Wages	\$ 6,901,446	6,901,446	-	
572.2000	Benefits	2,203,925	2,203,925	-	
	TOTAL SALARIES, WAGES, & BENEFITS	9,105,371	9,105,371	-	
572.30	SUPPLIES & MINOR EQUIPMENT				
572.3031	Office & Operating Supplies	180,225	186,725	6,500	Summer at the Library costs covered by WCLF funds, additional library cards
572.3032	Fuel	27,650	30,150	2,500	Anticipated higher costs
572.3034	Collection Materials	1,400,000	1,400,000	-	
572.3035	Small Tools & Minor Equipment	239,800	239,800	-	
	TOTAL SUPPLIES & MINOR EQUIPMENT	1,847,675	1,856,675	9,000	
572.40	OTHER SERVICES & CHARGES				
572.4041	Professional Services	742,875	724,325	(18,550)	Reduced costs for special projects, shifting funds to Rentals & Leases
572.4042	Communication	140,450	140,450	-	
572.4043	Travel	53,025	53,025	-	
572.4044	Taxes & Operating Assessments	750	750	-	
572.4045	Operating Rentals & Leases	27,447	32,447	5,000	Shifting funds from Prof Services
572.4046	Insurance	122,634	122,634	-	
572.4047	Utilities	186,066	186,066	-	
572.4048	Repair & Maintenance	120,255	120,255	-	
572.4049	Miscellaneous	118,965	118,965	-	
	TOTAL OTHER SERVICES & CHARGES	1,512,468	1,498,918	(13,550)	
	TOTAL OPERATING EXPENDITURES	12,465,513	12,460,963	(4,550)	
590	OTHER FINANCING USES				
597.1000	Transfers to Capital	1,000,000	1,000,000	-	
	TOTAL OTHER FINANCING USES	1,000,000	1,000,000	-	
	TOTAL EXPENDITURES	13,465,513	13,460,963	(4,550)	
	NET INCOME (LOSS)	\$ 3,977,222	3,996,772	19,550	
	FUND BALANCE SUMMARY				
	Beginning Fund Balance	\$ 9,115,981	9,115,981	-	
	Net Income	3,977,222	3,996,772	19,550	
	Ending Fund Balance	\$ 13,093,203	13,112,753	19,550	

WHATCOM COUNTY LIBRARY SYSTEM
2026 General Fund Budget Amendment
July 21, 2026

Fund Balance Summary

	2026 Budget		Adjustment
	Adopted	Amended Amount	Amount
Beginning Fund Balance	\$ 9,115,981	\$ 9,115,981	\$ -
Revenue	17,442,735	17,457,735	15,000
Expenditures	(13,465,513)	(13,460,963)	4,550
Ending Fund Balance	<u>\$ 13,093,203</u>	<u>\$ 13,112,753</u>	<u>\$ 19,550</u>
Committed and Unreserved-Designated Fund Balances			
Cash Flow Reserve	\$ 4,107,993	\$ 4,107,993	\$ -
Emergency Reserve	1,037,372	1,037,372	-
Capital Transfer Reserve	1,000,000	1,000,000	-
Unemployment Compensation Reserve	17,254	17,254	-
Birch Bay Operating Fund Reserve	505,000	505,000	-
Facility Ownership Fund	2,967,315	2,967,315	-
Facility Maintenance Fund	550,000	550,000	-
Levy Stabilization Fund	1,000,000	1,000,000	-
Total Committed and Assigned Ending Fund Balance	<u>11,184,933</u>	<u>11,184,933</u>	<u>-</u>
Unassigned Ending Fund Balance	<u>1,908,269</u>	<u>1,927,819</u>	<u>19,550</u>
Total Ending Fund Balance	<u>\$ 13,093,203</u>	<u>\$ 13,112,753</u>	<u>\$ 19,550</u>



RESOLUTION NO. 07/21/26-06

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
WHATCOM COUNTY RURAL LIBRARY DISTRICT AMENDING
THE 2026 GENERAL FUND BUDGET

WHEREAS, at the December 16, 2025 Board of Trustees meeting the Board approved the Final 2026 General Fund budget by a vote of four to zero, with one trustee absent; and,

WHEREAS, at the February 17, 2026 Board of Trustees meeting the Board approved an amendment to the 2026 General Fund budget by a vote of four to zero, with one trustee absent; and,

WHEREAS, General Fund revenues need to be adjusted to reflect additional grant funds received; and,

WHEREAS, General Fund expenditures need to be adjusted to include expenses associated with said grant funds; and,

WHEREAS, General Fund expenditures need to be further adjusted to reflect updates to Office and Operating Supplies, Fuel, Professional Services, and Operating Rentals & Leases costs; and,

WHEREAS, an amendment to the 2026 General Fund budget is needed to reflect these transfers, adjustments, and estimated fund balances;

NOW, THEREFORE, BE IT RESOLVED that budget amendment Resolution No. 07/21/26-06 be adopted, amending the 2026 General Fund Budget to \$26,573,716 as follows:

General Operating Fund - Budgetary Accounts		
308 Beginning Fund Balance	\$9,115,981	
310-360 Operating Revenue	17,457,735	
572 Operating Expenditures		\$12,460,963
590 Transfers Out		1,000,000
508 Ending Fund Balance		13,112,753
Total	\$26,573,716	\$26,573,716

Adopted by the Whatcom County Library System Board of Trustees this 21st day of July, 2026:

Matthew Santos, Chair



Board Meeting Agenda Item Cover Sheet

Meeting Date:	7/21/2026
Committee or Department:	Administration Department
Subject:	Policy Review and/or Updates
Prepared By:	Christine Perkins
Impact upon Budget?	☐ Yes ☒ No
Supporting Documents:	☒ Yes ☐ No

Recommendation or Request: Review of the following policies.

Suggested Motion for Consideration: If policies are in order, no motion is necessary. If there are suggestions to update a policy, consider each individually. "Motion to approve Policy X with the following update: _____".

Summary:

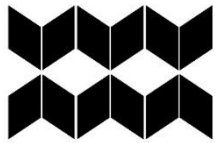
It's a best practice to review policies on a regular basis, and it has been some time since certain policies have been considered. Let's start with Section 2.0 which pertains to the Board of Trustees.

- a. Board of Trustees Bylaws Policy 2.01 – update suggested
- b. Trustee Code of Ethics Policy 2.02 – review only
- c. Conflict of Interest Policy 2.03 – review only
- d. Roles of the WCLS Board of Trustees and the Executive Director Policy 2.04 – update suggested
- e. Addressing the Library Board of Trustees Policy 2.05 – review only
- f. Board of Trustees Guest Sign-In Form Procedure 2.05.01 – review only

Alternatives: As discussed.

Fiscal Impact: N/A

Comments: Over the next 18 months, we plan to review all existing policies. Policies requiring minor changes will be placed on the Consent Agenda in future months. Those with substantive changes will be brought forth on the regular agenda for deeper discussion and approval.



whatcom county
library system

BOARD OF TRUSTEES BYLAWS

POLICY NUMBER: 2.01

SCOPE

Trustees of the Whatcom County Library System

Article I: Purpose

The Board of Trustees of the Whatcom County Rural Library District exists according to the requirements of the Public Library Laws of the State of Washington. The Board of Trustees shall consist of five trustees, appointed by the Whatcom County Executive and approved by Whatcom County Council. Terms shall be for five years, or until successors are duly appointed. The general powers and duties of the Board of Trustees are outlined in the Public Library Law, State of Washington and as adopted in a general statement of duties and responsibilities. ~~(Refer to WCLS Policy and Procedure Manual.)~~

Article II: Officers

Section 1. The officers shall be Chair, Vice ~~Chair~~ and Secretary, elected from among the appointed trustees at the annual meeting of the Board.

Section 2. The officers of the Board shall be elected for one year, or until successors are installed. Officers are elected at annual meeting, or as needed.

Section 3. The Vice ~~Chair~~, in the event of the absence of the Chair, shall assume and perform the duties and functions of the Chair.

Section 4. The Chair shall preside at all meetings of the Board, authorize calls for special meetings at least 24 hours in advance, appoint all committees, execute all documents authorized by the Board, serve as ex-officio voting member of all committees, ensure that a true and accurate record is maintained of all meetings of the Board, and perform all other duties associated with that office.

Article III: Committees and Appointments

Section 1. Ongoing Board Committees are: ~~Community Relations Committee~~, Finance Committee, IT Services Committee, Marketing Committee and Personnel Committee.

Section 2. Special committees for the study and investigation of special problems may be appointed by the Chair, such committees to serve until the completion of the work for which they were appointed.

Section 3. Each committee shall consist of at ~~least~~most two Board members.

Article IV: Meetings

Section 1. Regular meetings shall be held monthly.

Section 2. The February meeting shall be designated as the annual meeting.

Section 3. A quorum shall consist of three or more members of the Board.

Section 4. Trustees may participate by teleconference or video-conference in any meeting of the Board subject to reasonable technical availability at the meeting location. Such participation shall be permitted for all purposes provided by law, including for the purpose of constituting a quorum and for the purpose of voting on any motion or resolution at said meeting.

Section 5. A Board member who has three unexcused absences from meetings per year shall be contacted by the Executive Director and/or the Chairperson for re-commitment to their term.

Section 6. The order of business for all regular meetings shall include, but not be limited to, the following items:

1. Call to order
2. Disposition of minutes of previous meeting
3. Approval of expenditures
4. Unfinished business
5. New business
6. Executive Director's report
7. Summary and discussion of future agenda items
8. Adjournment

Article V: Executive Director and Staff

Section 1. The Board of Trustees shall employ as Executive Director a person who is certified by, or eligible for, librarian certification by the Washington State Certification Board and meets the qualifications set forth by the Library Board for proper job performance.

Section 2. The Executive Director shall make appointments to the staff and shall be in full charge of WCLS under these adopted policies.

Section 3. The Executive Director shall be responsible for the quality and morale of WCLS staff and shall be expected to provide a continuous program of in-service training and regular staff meetings for all staff members.

Section 4. The Executive Director shall be responsible for maintenance and operation of the physical plant.

Section 5. The Executive Director shall report directly to the Board all system problems, and make recommendations to the Board with regards to the building, personnel, and policy.

Article VI: Indemnity Agreement

Section 1. The Board of Trustees shall abide by the American Library Trustee Association indemnification statement, as follows:

The Whatcom County Library System should indemnify its current and former trustees against any claim or liability that is based on an act or omission taken by the Trustee in good faith and within the scope of the Trustee's service as a Library System trustee. Provided, however, that any Trustee who learns of such a claim, whether actual or threatened, must notify the WCLS's current Board of Trustees of the circumstances within a reasonable time period if a claim is threatened, and within five (5) business days if a claim is actually filed in court or served on the Trustee. Depending on the nature of the claim, the Board may determine whether to consult or retain legal counsel on the matter, and whether to appear and defend the claim, indemnify the trustee for costs or damages incurred in connection with the claim, or take such other action to defend the claim as is reasonable under the circumstances.

Throughout this policy, the term "trustee" shall mean any current or former trustee of WCLS.

Article VII: Amendments

Amendments to these by-laws may be proposed at any regular meeting of the Board, and may be adopted at the next regularly scheduled meeting of the Board, by a majority of the Board membership.

Article VIII: Parliamentary Authority

Robert's Rules of Order, (latest edition), shall govern the parliamentary procedures of the Board.

RELATED POLICIES: [Trustee Code of Ethics 2.02](#); [Conflict of Interest Policy 2.03](#); [Roles of the WCLS Library Board and the Executive Director 2.04](#); [Volunteer Policy 11.02](#).

STATUTORY REFERENCE: [RCW 27.12.190 Library trustees](#) – Appointment, election, removal, compensation; [RCW 27.12.210 Library trustees](#) – Organization – Bylaws – Powers and duties; [RCW 42.30 Open Public Meetings Act](#); [RCW 42.56 Public Records Act](#).

APPROVALS AND UPDATES

Date	Action	Reviewer	Approved By	Approval Signature
October 8, 1986	Adopted.	-	Whatcom County Library System Board of Trustees	/s/
February 20, 1996	Revised.	-	Whatcom County Library System Board of Trustees	/s/
April 20, 2004	Revised.	-	Whatcom County Library System Board of Trustees	/s/

Date	Action	Reviewer	Approved By	Approval Signature
June 16, 2009	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Nina Cox
March 18, 2014	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Deb Lambert
May 17, 2016	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Marvin Waschke
January 15, 2019	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Marvin Waschke
July 21, 2026	Reviewed <u>Revised</u>	Board, C. Perkins	<u>Whatcom County Library System Board of Trustees</u>	



TRUSTEE CODE OF ETHICS

POLICY NUMBER: 2.02

SCOPE

Trustees of the Whatcom County Library System

As a trustee I recognize, support and promote Whatcom County Library System as an indispensable part of a thriving and livable community. I value the opportunity to serve our community through participation on this board.

- I recognize that my responsibilities are limited to policy-making, strategic planning, budgeting and evaluations.
- I seek to comply with all national, state, and local laws and regulations regarding public libraries.
- I will seek to follow legal and professional procedures.
- Whenever the appearance of a conflict of interest exists, the board will discuss and agree by consensus whether disqualification is necessary.
- I embrace the First Amendment and the right of our patrons to pursue knowledge for their enrichment and continued education. I believe in the freedom to speak, read, hear, and view ideas; and support unfettered access to all ideas.
- I believe strategic planning involves input from WCLS staff and from the public.
- I accept the challenge to work with our library administration, communities, and elected officials to plan for and ensure adequate funding for WCLS.
- I understand the importance of participating in official board discussions and decisions and recognize that the authority for decisions rests with the whole board assembled in public meetings. I understand that board members should not take individual actions which may compromise the board.
- When representing the board, I will not promote the interest of individuals, organizations, or political views which may be in conflict with the role of WCLS to serve our entire public.
- As a member of the board, I have vested the WCLS Executive Director with the responsibility and authority for handling all staff, patron and vendor problems and complaints.
- I will listen to all concerns of the public, refer all complaints to the Executive Director and act on such complaints at a public meeting only after they have been reviewed by the Executive Director and then only if further action is required.

RELATED POLICIES: [Board of Trustees Bylaws 2.01](#); [Conflict of Interest Policy 2.03](#); [Roles of the WCLS Library Board and the Executive Director 2.04](#).

STATUTORY REFERENCE: [RCW 27.12.190 Library trustees](#) – Appointment, election, removal, compensation; [RCW 27.12.210 Library trustees](#) – Organization – Bylaws – Powers and duties; [RCW 42.17A.555 Use of public office or agency facilities in campaigns](#); [RCW 42.23 Code of Ethics for Municipal Officers](#); [RCW 42.30 Open Public Meetings Act](#); [RCW 42.56 Public Records Act](#); [Washington Constitution](#) (Article VII, Section 1): Taxes are

to be used for public purposes only; [Washington Constitution](#) (Article VIII, Section 7): Credit not to be loaned; [Washington Constitution](#) (Article XI, Section 14): Private use of public funds prohibited.

APPROVALS AND UPDATES

Date	Action	Reviewer	Approved By	Approval Signature
February 21, 2006	Adopted.	-	Whatcom County Library System Board of Trustees	/s/
May 19, 2009	Revised.	-	Whatcom County Library System Board of Trustees	/s/
February 18, 2014	Revised.	-	Whatcom County Library System Board of Trustees	/s/
September 16, 2014	Revised.	-	Whatcom County Library System Board of Trustees	/s/

AGREED and ADOPTED by the following Trustee on the Whatcom County Library System Board of Trustees:

Trustee Signature
Printed name:

Position Number

Date



CONFLICT OF INTEREST POLICY

POLICY NUMBER: 2.03

SCOPE

Trustees of the Whatcom County Library System.

Trustees of Whatcom County Library System may not use their position to obtain financial or other gain for their private benefit, or for the benefit of their immediate family, or for the benefit of outside organizations with which they are associated.

Trustees may not accept gifts, gratuities, free trips, personal property or any other item of value from any outside person or organization as an inducement to do business or promote services.

During Library Board meetings, Trustees must disclose any personal conflict of interest involving any issue before the Library Board and abstain from discussion or voting on that issue. If any Trustee perceives a possible conflict of interest for any other Trustee, the possible conflict of interest should be pointed out and the Library Board should then decide whether the issue really represents a conflict of interest before the discussion on the issue proceeds.

RELATED POLICIES: [Board of Trustees Bylaws 2.01](#); [Trustee Code of Ethics 2.02](#).

STATUTORY REFERENCE: [RCW 27.12.190 Library trustees](#) – Appointment, election, removal, compensation; [RCW 27.12.210 Library trustees](#) – Organization – Bylaws – Powers and duties; [RCW 42.17A.555 Use of public office or agency facilities in campaigns](#); [RCW 42.23 Code of Ethics for Municipal Officers](#); [RCW 42.30 Open Public Meetings Act](#); [RCW 42.56 Public Records Act](#); Washington Constitution (Article VII, Section 1): Taxes are to be used for public purposes only; Washington Constitution (Article VIII, Section 7): Credit not to be loaned; Washington Constitution (Article XI, Section 14): Private use of public funds prohibited.

APPROVALS AND UPDATES

Date	Action	Reviewer	Approved By	Approval Signature
August 10, 1993	Adopted.	-	Whatcom County Library System Board of Trustees	/s/
February 18, 2014	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Deb Lambert

SCOPE

Trustees of the Whatcom County Library System and the Executive Director.

~~As Lethene Parks noted in her introduction "If there is a mantra for library trustees it is: The board sets policy, the director operates the library with the assistance of staff."~~ The following chart provides some examples of the major roles and responsibilities of trustees and of the library director and staff. In general, the Board sets policy, and the Executive Director operates the library with the assistance of staff.

Activity	Governing Board Roles	Library-Executive Director Responsibilities
Library personnel	Employ, supervise and annually evaluate library director. Contract or make other employment agreements with library director. Take corrective action, may fire director. Approve union contracts. No role in hiring/firing staff. Refer staff grievances to library director.	Employ library personnel, supervise, and annually evaluate. Maintain the quality and morale of the library staff and provide a continuous program of in-service training and regular staff meetings for all staff. Take corrective action and/or terminate staff employment in accordance with personnel policies and/or union contract. Provide for union negotiations. Investigate and resolve staff grievances.
Mission statement	Adopt mission statement. Employ mission as basis for setting priorities and plans. Interpret mission to community and to community officials.	Act as technical advisor to board, coordinating as needed, make recommendations for board consideration. Interpret mission to library staff, the community and governmental authorities.
Strategic and long term planning	Evaluate community needs as basis for planning. Adopt plans establishing goals and priorities for future directions. Communicate plan to community and community officials.	Act as coordinator, technical advisor to board and planning groups. Provide information, make recommendations for board consideration, report progress. Communicate and interpret plans, goals and priorities to library staff and community.

Activity	Governing Board Roles	<u>Library Executive</u> Director Responsibilities
Annual work plan	Monitor progress.	Implement work plan, report progress to board.
Daily operations	No role.	Responsible for all operational management decisions, including staff deployment and assignments with the involvement of the WCLS Management Team.
Board meetings	Adhere to open public meeting legal requirements as well as board bylaws and code of ethics. Establish library policy and directions that are substantiated in board minutes.	Attend all board meetings as the technical advisor or secretary to board, recommend policies, provide research and information for planning purposes. Establish operational procedures to implement approved policies.
Budget and fiscal management	Evaluate and approve budget that supports mission, goals and priorities of the Long Range Plan. Hold public budget hearings and legally certify or file budgets as required by law. Regularly monitor revenue and expenditure fiscal reports. Work to secure adequate library funding, approve grants or other projects, approve participation in cooperative library projects.	Identify and evaluate financial needs of library. Develop and present proposed budget that supports library goals and priorities. Administer approved budget. Provide fiscal reports to all board meetings. Work to secure adequate funding, prepare proposals to funding sources or to participate in cooperative projects particularly with the Bellingham Public Library, implement as approved.
Adopt library policies	Adopt and regularly review policies such as: Personnel Continuing education Fiscal Collection development Customer services Intellectual freedom Public information Equipment use & purchase/ Facilities	Recommend new or revised policies, research and provide information about potential policies and implications. Present proposed language of policies for consideration.
Participate in professional organizations and continuing education	Affiliate with state, regional and national library organizations. Actively participate in conferences, task forces, etc. as possible. Maintain a board education program.	Affiliate with state, regional and national library organizations. Actively participate in conferences, task forces, etc. as possible.

Activity	Governing Board Roles	<u>Library Executive</u> Director Responsibilities
	Attend continuing education opportunities in state, region and/or nation. Regularly read library publications as well as resources for nonprofit organizations and governmental bodies.	Coordinate or otherwise provide opportunities for board continuing education as requested. Attend continuing education opportunities in state, region and/or nation. Regularly read library publications as well as resources for nonprofit organizations and governmental bodies.
Library services	Adopt policies that assure services are extended to the entire community, including individuals or groups that may be reluctant or unable to use “standard” services. Support the cultural and educational role of the library encouraging individual, life-long learning. Encourage extension of library capabilities by building alliances with organizations that have similar educational and cultural goals.	Implement and evaluate services that extend a variety of services and materials that meet individual and community information needs. Seek out and coordinate with other libraries and services that enhance community library services. For example, the Washington Talking Book and Braille Library, literacy groups, etc.
Collection development	Adopt policy statements that reflect needs of entire community including support for freedom to read. Establish materials budget that supports library goals.	Regularly evaluate how effectively collection meets community needs. Provide for selecting and purchasing materials. Inform community of collection development goals, special collections.
Marketing library services	Assure that library has plan for marketing library.	Develop, implement, and evaluate marketing plan. Report results to board.
Library advocacy, coordinating with other governmental units	Advocate for the library in the community, attend meetings and hearings, seek out allies. Address regional or statewide library issues by communicating with elected officials, and participating in activities that support all libraries such as the annual library legislative day.	Advocate for the library in the local community, attend meetings and hearings, seek out allies. Address regional or statewide library issues by communicating with elected officials, and participating in activities that support all libraries such as the annual library legislative day.

Activity	Governing Board Roles	<u>Library Executive</u> Director Responsibilities
Library buildings & equipment	Approve expenditures for facilities contracts, for construction or renovation. Approve major equipment contracts. Approve contracts with architects, consultants, others. Provide information to community regarding facts of project funding. Follow Public Disclosure Commission (PDC) rules for bond issues or other campaigns.	With branch staff and responsible parties, research feasibility of projects, gather information about potential architects, contractors, other resources for board consideration. Coordinate project with architects and other experts. Provide for ongoing maintenance through budget process.
Build community support	Encourage and support Friends of the Library group(s) and volunteer programs that enhance the library capabilities. Adopt a plan to represent the library to the community through meetings, written materials, etc.	Coordinate with Friends of the Library group(s) providing suggestions for projects and library priorities which Friends may support.

REFERENCES/RESOURCES: Adapted from *Washington Public Library Trustee Handbook* 1989, the *Connecticut Public Library Trustees Handbook* 1993, and *Florida Public Library Board Manual* 1988.

RELATED POLICIES: [Board of Trustees Bylaws 2.01](#); [Trustee Code of Ethics 2.02](#).

STATUTORY REFERENCE: [RCW 27.12.040 Rural library districts](#) – Establishment – Proposed maximum levy rate; [RCW 27.12.050 Rural library districts](#) – Board of library trustees – Tax levies; [RCW 27.12.060 Rural library districts](#) – General powers; [RCW 27.12.070 Rural county library districts or rural partial-county library districts](#) – Disbursement of revenues and collection of taxes; [RCW 27.12.190 Library trustees](#) – Appointment, election, removal, compensation.

APPROVALS AND UPDATES

Date	Action	Reviewer	Approved By	Approval Signature
July 9, 1985	Adopted.	-	Whatcom County Library System Board of Trustees	/s/
October 17, 1989	Revised.	-	Whatcom County Library System Board of Trustees	/s/

Date	Action	Reviewer	Approved By	Approval Signature
March 17, 1993	Revised.	-	Whatcom County Library System Board of Trustees	/s/
February 17, 2004	Revised.	-	Whatcom County Library System Board of Trustees	/s/
February 18, 2014	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Marvin Waschke
July 21, 2026	Reviewed <u>Revised.</u>	Board and C. Perkins	Whatcom County Library System Board of Trustees	

DRAFT



ADDRESSING THE LIBRARY BOARD OF TRUSTEES

POLICY NUMBER: 2.05

SCOPE

This policy applies to any staff and all persons wishing to address the Whatcom County Library System Board of Trustees during a regularly scheduled Board meeting.

The WCLS Board of Trustees welcomes staff and visitors to its meetings. Input from those outside the board is always helpful in informing board decisions. The Board provides limited time during meetings for staff and visitors to address subjects not on the agenda. The Board also permits staff and visitors to address the Board on agenda items prior to Board action. Visitors who wish to address the Board are to sign-in before the meeting begins on one of the sign-in sheets, allowing the secretary to record the names accurately in the minutes.

Individuals who sign up to address the Library Board will be recognized by the Chair at the time they are to speak. Because time allotted for each agenda item is limited, each speaker has a maximum of three minutes to address the Board, and no more than fifteen minutes will be allotted to comments on a single subject except with the consent of the Board. The Chair may interrupt or terminate an individual's address when it is too lengthy, personally directed, abusive, obscene, or irrelevant.

Staff with items to discuss that are not on the agenda are encouraged to contact the Executive Director two weeks prior to the board meeting for possible inclusion on the agenda. Supporting materials should be ready for distribution with the Trustees pre-board packet.

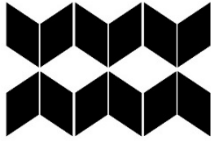
No one, including Trustees and employees, may orally present or discuss complaints about individual employees or Trustees at regular Board meetings. Such complaints must be presented to the Board in writing. Executive sessions may be granted for the hearing of charges against individuals. Board members are committed to maintaining confidentiality regarding personnel information and other matters discussed in executive sessions.

RELATED POLICIES: [Board of Trustees Bylaws 2.01](#); [WCLS Trustee Code of Ethics 2.02](#); [Roles of the WCLS Library Board of Trustees and the Executive Director 2.04](#).

STATUTORY REFERENCE: [RCW 27.12.210 Library trustees](#) – Organization – Bylaws – Powers and duties; [RCW 42.30 Open Public Meetings Act](#).

APPROVALS AND UPDATES

Date	Action	Reviewer	Approved By	Approval Signature
Undated	Adopted.	-	Whatcom County Library System Board of Trustees	/s/
May 16, 2006	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Armory Peck
February 18, 2014	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Deb Lambert



whatcom county
library system

Board of Trustees Meeting

Guest Sign-in Form

Meeting Date: _____

Welcome to the Whatcom County Library Board of Trustees Meeting

- Guests who wish to address the Board have the **option** to sign in so the secretary can record their name accurately in the minutes as guests at the meeting. Meeting minutes are made public.
- Individuals wishing to address the Library Board will be recognized by the Chair at the time they are to speak.
- Each speaker has a maximum of three minutes to address the Board, and no more than fifteen minutes will be allotted to public comments on a single subject, except with the consent of the Board.
- The Chair may interrupt or terminate an individual's address if it is too lengthy, personally directed, abusive, obscene, or irrelevant.

Thank you for printing clearly.

Name: _____

Address: _____

Topic(s) I wish to address: _____



Board Meeting Agenda Item Cover Sheet

Meeting Date:	7/21/2026
Committee or Department:	Facilities
Subject:	Public Works Project Award
Prepared By:	Ryan Cullup
Impact upon Budget?	☒ Yes ☐ No
Supporting Documents:	☒ Yes ☐ No

Recommendation or Request: Award Administrative Services and North Fork Lot Repair and Maintenance public works contract to apparent responsive and responsible low bidder.

Suggested Motion for Consideration: Move to award Administrative Services and North Fork Lot Repair and Maintenance public works contract to apparent responsive and responsible low bidder.

Summary:

On May 20, 2026 WCLS issued an Invitation to Bid for the Public Works Project known as the WCLS Parking Lot Repair and Maintenance Project. This project will replace selected locations of asphalt, crack seal, sealcoat, and paint the asphalt at Administrative Services and the North Fork Library. Two responses were received in response to the invitation with Huizenga Enterprises selected as the apparent responsive and responsible low bidder. Their bid is presented today for approval.

Alternatives: Rebid or cancel the project

Fiscal Impact: This project is included in the 2026 Capital Budget.

Comments: None.

Business Name	Addendum Acknowledgement	Non-Collusion Declaration Form	Bid Security Bond / Check	Bidder's Qualification Sheet	Bid Proposal Form	Bid Amount
Huizenga Enterprises	YES	YES	YES	YES	YES	\$ 60,891.69
Highline Services	NO	YES	YES	YES	YES	\$ 47,002.69

Exhibit A
ACKNOWLEDGEMENT OF ADDENDA

The Proposer acknowledges receipt of any addenda issued to this solicitation by completing the blocks below or by completion of the applicable information on the addendum and returning it not later than the date and time for receipt of the statement of qualification. Failure to acknowledge an addendum that has a material impact on this solicitation may negatively impact the responsiveness of your statement of qualification. Material impacts include but are not limited to changes to specifications, scope of work/services, delivery time, performance period, quantities, bonds, letters of credit, insurance, or qualifications.

Addendum No. ADDENDUM No. 01 (ONE) Date June 1, 2026
Addendum No. _____, Date _____
Addendum No. _____, Date _____
Addendum No. _____, Date _____
Addendum No. _____, Date _____
Addendum No. _____, Date _____
Addendum No. _____, Date _____

AUTHORIZED SIGNATORIES/NEGOTIATORS

The respondent represents that the following principals are authorized to sign statements of qualifications, proposals, negotiate and/or sign contracts and related documents to which the proposer will be duly bound. Principal is defined as an employee, officer or other technical or professional in a position capable of substantially influencing the development or outcome of an activity required to perform the covered transaction.

<u>Richard Huizenga</u>	Name (print)
<u>Manager</u>	Title
	Signature
<u>6/16/2026</u>	Date
<u>PO Box 31944</u>	Address
<u>Bellingham</u>	City
<u>WA</u>	State
<u>360-303-8061</u>	Phone Number
<u>richard@huizengaenterprises.com</u>	Email address

Exhibit B
NON-COLLUSION DECLARATION

This form must be submitted by all respondents with their statement of qualifications. WCLS will not accept any statement of qualification that is not accompanied by a completed Non-Collusion Declaration.

STATE OF WASHINGTON }

} ss

COUNTY OF WHATCOM }

, being first duly sworn, on her/his oath says that the statement of qualifications above submitted is a genuine and not a sham or collusive statement of qualifications, or made in the interest or on behalf of any person not therein named; and he/she further says that the said respondent has not directly or indirectly induced or solicited any proposal or statement of qualification on the above Work or supplies for the Work to put in a sham bid, statement of qualifications, or any other person or entity to refrain from bidding or responding to the above work; and that said respondent has not in any manner sought by collusion to secure itself an advantage over any other respondents.

Signature: _____

Print Name: _____

Print Title and Company Name: _____

Subscribed and Sworn before me this 17 day of JUNE, 2026.

Signature: _____

Print Name: _____

Notary Public in and for the State of Washington,
Residing at: BELLEVUE, WA
Appointment expires: 7/23/29

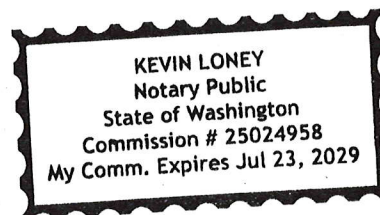


Exhibit C
Bid Proposal Form

Bid To: WHATCOM COUNTY LIBRARY SYSTEM

Date: 6/16/2026

Job Name: Parking Lot Repair & Maintenance

Bidder Company Name: Huizenga Enterprises LLC

Contact Name: Richard Huizenga

Contact Phone: 360-303-8061

Contact Email: richard@huizengaenterprises.com

1. This Bid Proposal (this "Bid") is made in connection with the Invitation to Bid (the "Invitation to Bid"), dated 5/20/2026 issued by WHATCOM COUNTY LIBRARY SYSTEM ("WCLS") for a public works project described therein (the "Work") and known by the name **Parking Lot Repair & Maintenance**. Capitalized terms used but not defined herein shall have the meanings given in the Invitation to Bid.
2. The undersigned, as or on behalf of the bidder (the "Bidder"), proposes and agrees, if this Bid is accepted, to enter into an Agreement with WCLS in accordance with the terms set forth in the Invitation to Bid to perform the Work.
3. Bidder hereby accepts all of the terms and conditions of the Invitation to Bid governing the procedures for bidding on the Work including, without limitation, requirements pertaining to the provision, retention and return of the Bid Security. Bidder acknowledges that this Bid will not be accepted if it is not accompanied by the Bid Security and Non-Collusion Affidavit described in the Invitation to Bid.
4. This Bid will remain open until it is withdrawn by the Bidder pursuant to Section 10 of the Invitation to Bid or until the Bidder has received bid results disclosing that this Bid was not successful. If this Bid is successful, the Bidder will sign and return the Agreement and furnish the Performance and Labor & Material Payment Bond if so required, retainage selection if so required, a certificate of insurance coverage and a statement of intent to pay prevailing wages within fourteen (14) days of the Notice of Award date. The Bidder's failure to timely sign and return the Agreement or furnish such other documents will result in the annulment of all rights of the Bidder with regard to the Work and the forfeiture of the Bidder's Bid Security to WCLS.
5. Bidder has examined the Invitation to Bid including the bid specifications, terms, conditions and deadlines for commencement and completion set forth therein.
6. Bidder has attended the Pre-Bid Showing and has examined the premises and site so as to compare them with the drawings and specifications provided by WCLS, and to have satisfied itself as to the facilities and difficulties attending the performance of the Agreement. Bidder has

familiarized itself with the nature and extent of the Work, the site and locality where the Work is to be performed, the legal requirements (including applicable federal, state and local laws, ordinances, rules, regulations and taxes), and the other conditions (including uncertainty of weather and all other contingencies) which may affect cost, progress or performance of the Work and has made such independent investigations as Bidder deems necessary. Bidder hereby acknowledges that no allowance shall be subsequently made on behalf of Bidder by reason of any error or neglect on the part of the Bidder in the submission of this Bid.

7. If the Bidder is a corporation or company, this Bid shall include the printed name of the corporation or company, the printed name and title and the signature of the President, Secretary or other officer authorized to bind the corporation or company with this Bid. If the Bidder is a corporation, this Bid includes an impression of the Bidder's corporate seal. If the Bidder is a firm, this Bid includes the printed firm name and member or agent name. If the undersigned is an agent for another or others, the undersigned has filed a certificate or other legal evidence of his authority to submit this Bid.

For the complete and timely performance of all Work described in the Invitation to Bid for that project entitled as above the Bidder agrees to accept in full payment therefore the bid amount stated below.

Bid amount (including all applicable sales tax): \$60,891.69

Bid amount – Alternate #1 (including all applicable sales tax): \$23,031.50

Dated: 6/16/2026 Bidder: Huizenga Enterprises LLC

By:


(Signature)

Richard Huizenga

(Print Name)

Title:

Manager

Address:

PO BOX 31944

BELLINGHAM, WA 98228

Telephone:

360-303-8061

Exhibit D
Bid Security

(BID GUARANTY BOND)

KNOW ALL PERSONS BY THESE PRESENTS THAT: Huizenga Enterprises LLC, hereinafter called "Principal", and Philadelphia Indemnity Insurance Company, a corporation organized under the laws of the State of PA and authorized to transact surety business in the State of Washington, hereinafter called the "Surety," are jointly and severally held and firmly bound unto the Whatcom County Library System, hereinafter called "Owner", in the sum of \$ BID AMOUNT ^{5% OF} (which amount equals five percent (5%) of the aggregate of the Bid proposal of Principal for the Work) lawful money of the United States. The Principal binds itself, its heirs, executors, administrators, successors, and assigns, and the Surety binds itself, its heirs, executors, administrators, successors and assigns, all jointly and severally.

WHEREAS, this Bid Security is submitted in connection with the Invitation to Bid (the "Invitation to Bid"), dated 5/20/2026 issued by WHATCOM COUNTY LIBRARY SYSTEM ("WCLS") for a public works project described therein (the "Work") and known by the name "Parking Lot Repair & Maintenance" Capitalized terms used but not defined herein shall have the meanings given in the Invitation to Bid.

NOW, THEREFORE, the condition of this obligation is such that if Principal is notified that it is the lowest responsible bidder for the Work, and if Principal within fourteen (14) days from the Notice of Award date enters into, executes, and delivers to Owner a signed Agreement, certificate of insurance coverage, intent to pay prevailing wages and the Performance and Labor & Material Payment Bond and retainage selection if so required, then this obligation shall be void. If, however, the Principal fails or refuses to furnish, execute and deliver to Owner all such documents within the time required, then Principal and Surety shall forfeit to Owner the sum hereof, and Surety shall pay such sum to the Owner within ten (10) days following written demand by the Owner.

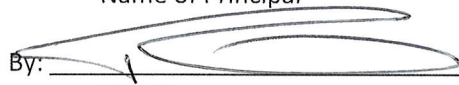
AND IT IS HEREBY DECLARED AND AGREED the Surety shall be liable under this obligation as Principal, and that nothing of any kind or nature whatsoever that will not discharge Principal shall operate as a discharge or a release of liability of Surety.

SIGNED AND SEALED THIS 17th day of June, 20 26.

Seal

Huizenga Enterprises LLC

Name of Principal

By: 

Signature

Manager

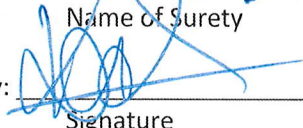
Print Name

Seal



Philadelphia Indemnity Insurance Company

Name of Surety

By: 

Signature

Kara Skinner, Attorney-in-Fact

Print Name

[Power of Attorney Must be Attached]

Surety's Mailing Address:

c/o Integrity Surety LLC

17544 Midvale Ave N #300

Seattle WA 98133

Surety's Phone and Fax Number:

(206)546-1397 888-315-5403

PHILADELPHIA INDEMNITY INSURANCE COMPANY

One Bala Plaza, Suite 100
Bala Cynwyd, PA 19004-0950

Power of Attorney

KNOW ALL PERSONS BY THESE PRESENTS: That **PHILADELPHIA INDEMNITY INSURANCE COMPANY** (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint **Kara Skinner, Cameron Huntsucker, Sierra Maine, and Mercedes Trokey-Moudy of Integrity Surety LLC** its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed **\$50,000,000**.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PHILADELPHIA INDEMNITY INSURANCE COMPANY on the 14th of November 2016.

RESOLVED: That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

FURTHER RESOLVED: That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

IN TESTIMONY WHEREOF, PHILADELPHIA INDEMNITY INSURANCE COMPANY HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 5TH DAY OF OCTOBER 2024.

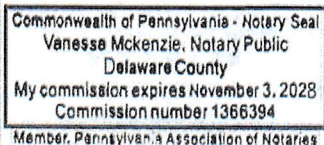


(Seal)

John Glomb, President & CEO
Philadelphia Indemnity Insurance Company

On this 5th day of October, 2024 before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the **PHILADELPHIA INDEMNITY INSURANCE COMPANY**; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.

Notary Public:



residing at: Bala Cynwyd, PA

My commission expires: November 3, 2028

I, Edward Sayago, Corporate Secretary of PHILADELPHIA INDEMNITY INSURANCE COMPANY, do hereby certify that the foregoing resolution of the Board of Directors and the Power of Attorney issued pursuant thereto on the 5th day October 2024 are true and correct and are still in full force and effect. I do further certify that John Glomb, who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of PHILADELPHIA INDEMNITY INSURANCE COMPANY.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 17th day of June, 2026.



Edward Sayago, Corporate Secretary
PHILADELPHIA INDEMNITY INSURANCE COMPANY

Exhibit F

Bidder's Qualification Certificate

The undersigned hereby certifies and submits the following qualifications:

1. Name and Address: Huizenga Enterprises LLC
PO Box 31944
Bellingham, WA 98228

2. State of Washington Contractor Registration Number: HUIZEEL911JC
Expires: 4/3/2027

3. Washington Unified Business Identifier (UBI): 602 909 899

4. Bidder must meet additional criteria listed in the Invitation to Bid, if applicable:

a. Does the Bidder have Industrial Insurance coverage (worker's compensation) for the bidder's employees working in Washington as required in Title 51 RCW?

Yes x No _____ Not applicable _____

b. Does the Bidder have an employment security department number as required in Title 50 RCW?

Yes x No _____ Not applicable _____

c. Does the Bidder have a Washington Department of Revenue state excise tax registration number as required in Title 82 RCW?

Yes x No _____ Not applicable _____

5. The undersigned certifies that the Bidder has not been disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).

6. Did the Bidder attend the mandatory Pre-Bid Showing?

Yes x No _____

Bidder: Huizenga Enterprises LLC

By: 

(Authorized Signature)

Title: Manager



Board Meeting Agenda Item Cover Sheet

Meeting Date:	7/21/2026
Committee or Department:	Facilities
Subject:	Birch Bay Utility Easement
Prepared By:	Ryan Cullup
Impact upon Budget?	☒ Yes ☐ No
Supporting Documents:	☒ Yes ☐ No

Recommendation or Request: Approve Resolution 07/21/26-07 authorizing Executive Director to execute a utility easement with Puget Sound Energy

Suggested Motion for Consideration: Move to approve Resolution 07/21/26-07 authorizing Executive Director to execute a utility easement with Puget Sound Energy

Summary:

We recently learned that Puget Sound Energy (PSE) will require an easement on the Birch Bay Vogt Library Express property in order to adequately provide electrical service to the property. State law requires Board of Trustees approval for such an easement.

Alternatives: None; this easement is a critical component of the construction project

Fiscal Impact: None.

Comments: None.



RESOLUTION NO. 07/21/26-07

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
WHATCOM COUNTY RURAL LIBRARY DISTRICT
AUTHORIZING THE EXECUTIVE DIRECTOR TO
EXECUTE A UTILITY EASEMENT**

WHEREAS, the Whatcom County Library System purchased property Tax Parcel Number 4001300543560000 from Gary A. & Cindy L. Vogt in 2017 for the purpose of creating a library for the rural community of Birch Bay and the rural area of Whatcom County; and,

WHEREAS, the Board of Trustees adopted a Capital Budget for 2026 via Resolution 12/16/25-21 which included funding for the Birch Bay Vogt Library Express Renovation on December 16, 2025; and,

WHEREAS, the Birch Bay Vogt Library Express Renovation requires a utility easement agreement between Puget Sound Energy and the Whatcom County Library System for a new electrical service; and,

WHEREAS, Puget Sound Energy prepared easement documentation, shown here as Attachment A; and,

WHEREAS, the Revised Code of Washington State under Title 27 Chapter 27 Section 27 Subsection 12 grants the Board of Trustees of the Whatcom County Library System the right to grant easements; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Whatcom County Library System hereby directs the Executive Director to execute said utility easement with Puget Sound Energy.

Approved by the Whatcom County Rural Library District Board of Trustees this 21st day of July, 2026.

Matthew Santos, Chair

RETURN ADDRESS:

**Puget Sound Energy, Inc.
Attn: ROW Department /Joseph Steele
1110 Kentucky St.
Bellingham, WA 98229-4743**



EASEMENT

REFERENCE #: **N/A**
GRANTOR (Owner): **WHATCOM COUNTY LIBRARY SYSTEM**
GRANTEE (PSE): **PUGET SOUND ENERGY, INC.**
SHORT LEGAL: **PTN GOVT LOT 2, SEC 30-40N-1E**
ASSESSOR'S PROPERTY TAX PARCEL: **400130 054356 0000 / PID 119307**

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **WHATCOM COUNTY LIBRARY SYSTEM** ("Owner"), hereby grants and conveys to **PUGET SOUND ENERGY, INC.**, a Washington corporation ("PSE"), for the purposes hereafter set forth, a nonexclusive perpetual easement over, under, along, across and through the following described real property (the "Property" herein) in Whatcom County, State of Washington:

SEE EXHIBIT "A" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

Except as may be otherwise set forth herein PSE's rights shall be exercised upon that portion of the Property ("Easement Area" herein) described as follows:

AN EASEMENT AREA TEN (10) FEET IN WIDTH HAVING FIVE (5) FEET OF SUCH WIDTH ON EACH SIDE OF THE CENTERLINE OF PSE'S FACILITIES AS NOW CONSTRUCTED OR TO BE CONSTRUCTED, EXTENDED OR RELOCATED LYING WITHIN THE ABOVE DESCRIBED PROPERTY.

Purpose. PSE shall have the right to use the Easement Area to construct, operate, maintain, repair, replace, improve, remove, upgrade and extend one or more utility systems for purposes of transmission, distribution and sale of electricity. Such systems may include, but are not limited to:

1. Overhead facilities.

PSE shall have the right to use the Easement Area to construct, operate, maintain, repair, replace, improve, remove or upgrade one or more guy wires, anchor poles and anchors together with any and all necessary or convenient appurtenances thereto.

2. Underground facilities. Conduits, lines, cables, vaults, switches and transformers for electricity; fiber optic cable and other lines, cables and facilities for communications; semi-buried or ground-mounted facilities and pads, manholes, meters, fixtures, attachments and any and all other facilities or appurtenances necessary or convenient to any or all of the foregoing.

Following the initial construction of all or a portion of its systems, PSE may, from time to time, construct such additional facilities as it may require for such systems.

2. Access. PSE shall have a reasonable right of access to the Easement Area over and across the Property to enable PSE to exercise its rights granted in this easement.

3. Easement Area Clearing and Maintenance. PSE shall have the right to cut, remove and dispose of any and all brush, trees or other vegetation in the Easement Area. PSE shall also have the right to control, on a continuing basis and by any prudent and reasonable means, the establishment and growth of brush, trees or other vegetation in the Easement Area.

4. Trees Outside Easement Area. PSE shall have the right to cut, trim remove and dispose of any trees located on the Property outside the Easement Area that could, in PSE's reasonable judgment cause damage to PSE's systems and/or present a hazard to the general public health, safety or welfare as defined in RCW 64.12.035. PSE shall, except in the event of an emergency, prior to the exercise of such right, identify such trees and make a reasonable effort to give Owner prior notice that such trees will be cut, trimmed, removed or disposed. Owner shall be entitled to compensation for the actual market value of merchantable timber (if any) cut and removed from the Property by PSE.

5. Restoration. Following the initial installation, repair or extension of its facilities, PSE shall, to the extent reasonably practicable, restore landscaping and surfaces and portions of the Property affected by PSE's work to the condition existing immediately prior to such work. PSE shall use good faith efforts to perform its restoration obligations under this paragraph as soon as reasonably possible after the completion of PSE's work.

6. Owner's Use of Easement Area. Owner reserves the right to use the Easement Area for any purpose not inconsistent with the rights herein granted, provided, however, Owner shall not perform the following activities without PSE's prior written consent: (1) excavate within or otherwise change the grade of the Easement Area; (2) construct or maintain any buildings, structures or other objects on the Easement Area; and/or (3) conduct any blasting within 300 feet of PSE's facilities.

7. Indemnity. PSE agrees to indemnify Owner from and against liability incurred by Owner as a result of PSE's negligence, or the negligence of PSE's employees, agents or contractors in the exercise of the rights herein granted to PSE, but nothing herein shall require PSE to indemnify Owner for that portion of any such liability attributable to the negligence of Owner, its employees, agents or contractors or the negligence of third parties.

8. Attorneys' Fees. The prevailing party in any lawsuit brought to enforce or interpret the terms of this Easement shall be entitled to recover its reasonable attorneys' fees and costs incurred in said suit, including on appeal.

9. Successors and Assigns. This Easement is binding upon and will inure to the benefit of the successors and permitted assigns. PSE may not assign or otherwise transfer any of its rights, obligations or interest under this Easement without the prior written consent of Owner, which consent may not be unreasonably withheld. Notwithstanding the foregoing, PSE may assign or apportion this Easement or rights hereunder to an affiliate or in connection with a merger, acquisition, corporate reorganization, pledge of assets as collateral, sale of assets or other change in control, joint venture, tenancy-in-common or sale of business lines.

10. Complete Agreement; Amendment; Counterparts. This Easement contains the entire agreement of the parties with respect to this subject matter and supersedes all prior writings or discussions relating to the Easement. This Easement may not be amended except by a written document executed by the authorized representatives of Owner and PSE. This Easement may be executed in counterparts, each of which shall be treated as an original for all purposes and all executed counterparts shall constitute one agreement.

11. Warranty and Representation of Authority. The parties each represent to the other that the person or persons executing this Easement have authority to do so and to bind the parties hereunder. All consents, permissions and approvals related to this Easement, and the obligations hereunder, have been obtained. Owner further warrants to PSE that it has the necessary right, title and interests in the Property to grant the easement rights set forth herein.

12. Severability. Invalidity of any of the provisions contained in this Easement, or of the application thereof to any person, by judgment or court order, shall in no way affect any of the other provisions thereof or the application thereof to any other person and the same shall remain in full force and effect. If a provision is found to be unenforceable or invalid, that provision shall be modified or partially enforced to the maximum extent permitted by law to effectuate the purpose of this agreement.

13. Non-Waiver. The failure of any party to insist upon strict performance of any of the terms, covenants or conditions hereof shall not be deemed a waiver of any rights or remedies which that party may have hereunder or at law or equity and shall not be deemed a waiver of any subsequent breach or default in any of such terms, covenants or conditions.

DATED this _____ day of _____, 20____.

OWNER: **WHATCOM COUNTY LIBRARY SYSTEM**

By: _____
CHRISTINE PERKINS

Its: **Executive Director**

STATE OF WASHINGTON)
) SS
COUNTY OF _____)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared **CHRISTINE PERKINS**, to me known to be the person who signed as **Executive Director** of **WHATCOM COUNTY LIBRARY SYSTEM**, the entity that executed the within and foregoing instrument, and acknowledged said instrument to be her free and voluntary act and deed and the free and voluntary act and deed of said entity for the uses and purposes therein mentioned; and on oath stated that she was authorized to execute the said instrument on behalf of said entity.

IN WITNESS WHEREOF I have hereunto set my hand and official seal the day and year first above written.

(Signature of Notary)

(Print or stamp name of Notary)

NOTARY PUBLIC in and for the State of Washington, residing
at _____

My Appointment Expires: _____

Notary seal, text and all notations must be inside 1" margins

Exhibit "A"

That part of Government Lot 2, Section 30, Township 40 North, Range 1 East of W.M., described as follows:

Commencing on the Northerly line of said Government Lot 2, a distance of 1935.20 feet West of the Northeast corner of the Southeast quarter of the Northwest quarter of said Section 30; thence South 21°02'00" East, 459.13 feet; thence South 71°28'00" West, 226.79 feet to the point of beginning; thence North 01°08'33" West, 85.74 feet; thence North 19°14'51" West, 83.49 feet; thence South 72°42'52" West, 196.45 feet, more or less, to the Northeasterly right-of-way line of Birch Bay Drive; thence Southeasterly along said Northeasterly line to a point that bears South 71°28'00" West of the point of beginning; thence North 71°28'00" East, 163.36 feet, more or less, to the point of beginning. EXCEPT the right-of-way for Birch Bay Drive lying along the Westerly line thereof.

TOGETHER WITH that part of said Government Lot 2, described as follows:

Commencing on the Northerly line of said Government Lot 2, a distance of 1935.20 feet West of the Northeast corner of the Southeast quarter of the Northwest quarter of said Section 30; thence South 21°02'00" East, 459.13 feet; thence South 71°28'00" West, 226.79 feet to the point of beginning; thence North 01°08'33" West, 85.74 feet; thence North 19°14'51" West, 83.49 feet; thence North 72°42'52" East, 32.00 feet; thence South 19°09'12" East to a point that bears North 71°28'00" East of the point of beginning; thence South 71°28'00" West to the point of beginning.

ALSO TOGETHER WITH all Second Class Tidelands abutting said property.

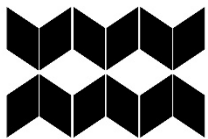
EXCEPT the following described parcel:

Beginning at the southeast corner of the above described parcel; thence the following four (4) courses:

1. South 73°36'56" West a distance of 6.66 feet;
2. North 16°54'14" West a distance of 164.75 feet;
3. North 74°51'48" East a distance of 6.66 feet;
4. South 17°00'16" East a distance of 164.62 feet to the point of beginning.

(Also known as Parcel B of BLA 2026-00003 under Quit Claim Deed AF# 2026-0601300)

Situate in Whatcom County, Washington.



whatcom county
library system

Executive Director's Report

July 2026

COMMUNITY

Pop-ups and community conversations continued through June and July. Our Hispanic Cultural Liaisons met with Spanish-speaking community members at the Lynden Library and at the Nooksack Valley Food Bank to hear their thoughts about the best ways to provide library services in the future.



ACCESS

The Whatcom Grooves Summer Music Series is all about providing access to free, family-friendly music experiences right in your local community. Friends groups have teamed up with WCLF and Chuckanut Health Foundation to put together concerts at nine libraries. Musical genres include jazz, rock, folk, swing, blues and pop – something for every taste.

RESOURCES

After receiving a few requests for more Christian-friendly content at the Lynden Library, our Collection Services and Youth Services selectors took the opportunity to freshen up our holdings of Christian Book Award Winners. The display has been very popular, so we will continue to mine lists of previous years' winners to add to the collection. We have also compiled multiple book lists in honor of the 250th Anniversary of the Declaration of Independence.

EQUITY, DIVERSITY AND INCLUSION

United Way recently released the latest ALICE Report for Whatcom County. ALICE stands for Asset Limited, Income Constrained, Employed. These are people who earn more than the Federal Poverty Level, but less than the basic local cost of living. There are (as of 2024, the most current figures available) 26,400 ALICE households in Whatcom County (including Bellingham residents). This is 27% of all households. Nearly 11,000 (10,963, or 11%) are at or below the poverty-level. Single-parent families with children are significantly more likely to qualify as "ALICE" – 77% of families with single mothers, and 63% of families with single fathers. For young adults under age 25, 28% are ALICE. For seniors 65+,

nearly half (48%) are ALICE. The full report is attached. Two thoughts for WCLS: 1) we must do our part to pay wages that reflect our local economic reality, and 2) many people in our community are resource-limited and greatly benefit from the services WCLS offers.

STEWARDSHIP

The Whatcom County Library Foundation is currently seeking corporate sponsors for Branch Out, their annual fundraiser. Sponsorships will help offset the increased cost to host the event, so a greater percentage of funds raised will go towards program commitments and direct support for library projects.

Thank you to Deputy Director Michael Cox and Finance Director Jackie Saul for taking turns “in charge” while I was on vacation this month.

Christine Perkins, Executive Director

ALICE County Reports with ZIP and Place Data

Counties are the core geography for ALICE data: They reveal variations often masked by statewide averages, and the data is reported regularly and reliably.

ALICE IN WHATCOM COUNTY

ALICE is an acronym for **A**sset **L**imited, **I**ncome **C**onstrained, **E**mployed — households that earn more than the Federal Poverty Level, but less than the basic cost of living for the county. While conditions have improved for some households, many continue to struggle, especially as wages fail to keep pace with the rising cost of household essentials (housing, child care, food, transportation, health care, and a basic smartphone plan). Households below the ALICE Threshold — ALICE households plus those in poverty — can't afford the essentials.

2024 Point-in-Time-Data

Population: 234,954 **Number of Households:** 97,076

Median Household Income: \$86,162 (state average: \$99,389)

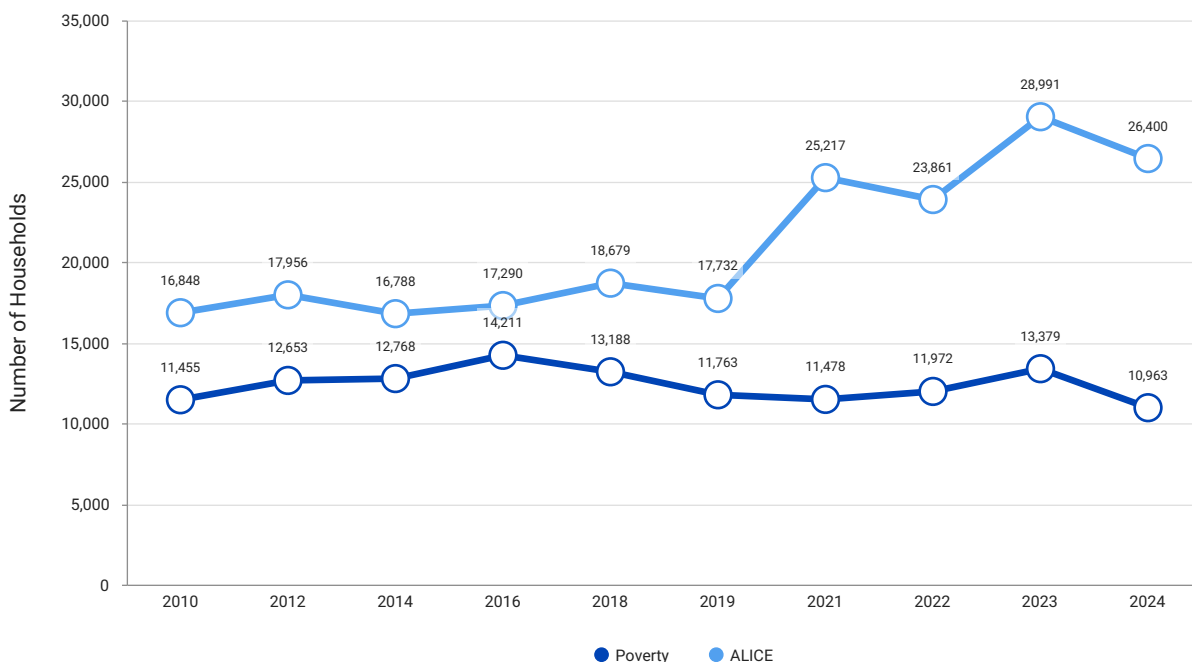
Labor Force Participation Rate:

ALICE Households: 27% (state average 27%) **Households in Poverty:** 11% (state average 10%)

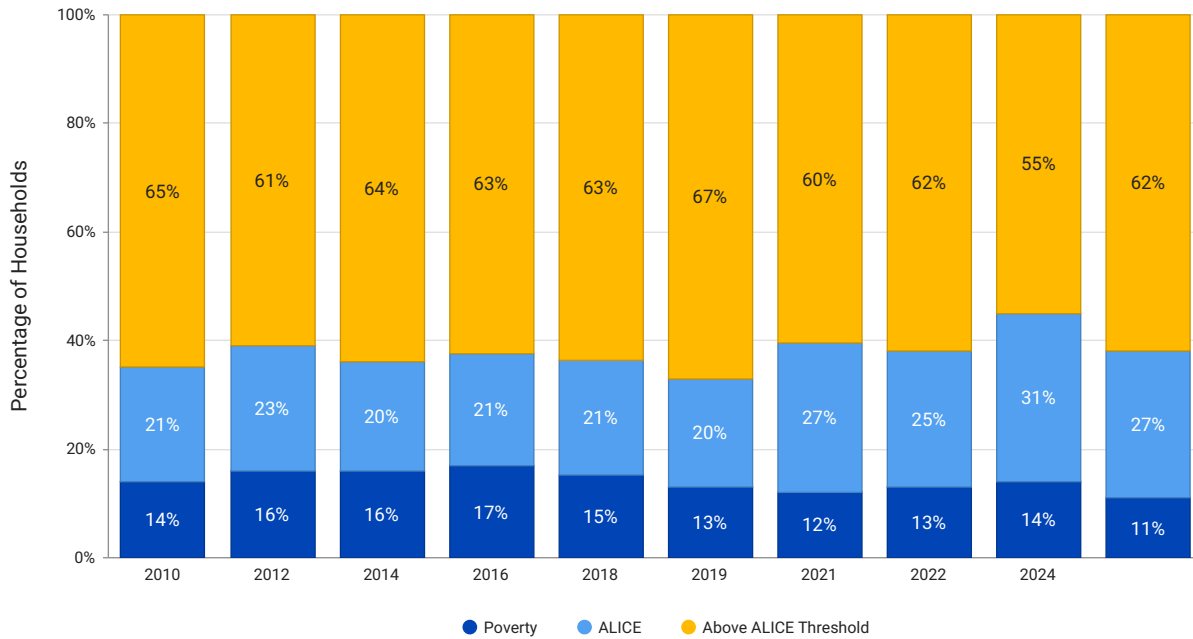
Financial Hardship Has Changed Over Time in Whatcom County

As circumstances change, households may find themselves below or above the ALICE Threshold at different times.

Number of ALICE and Poverty-Level Households, Whatcom County, Washington, 2024



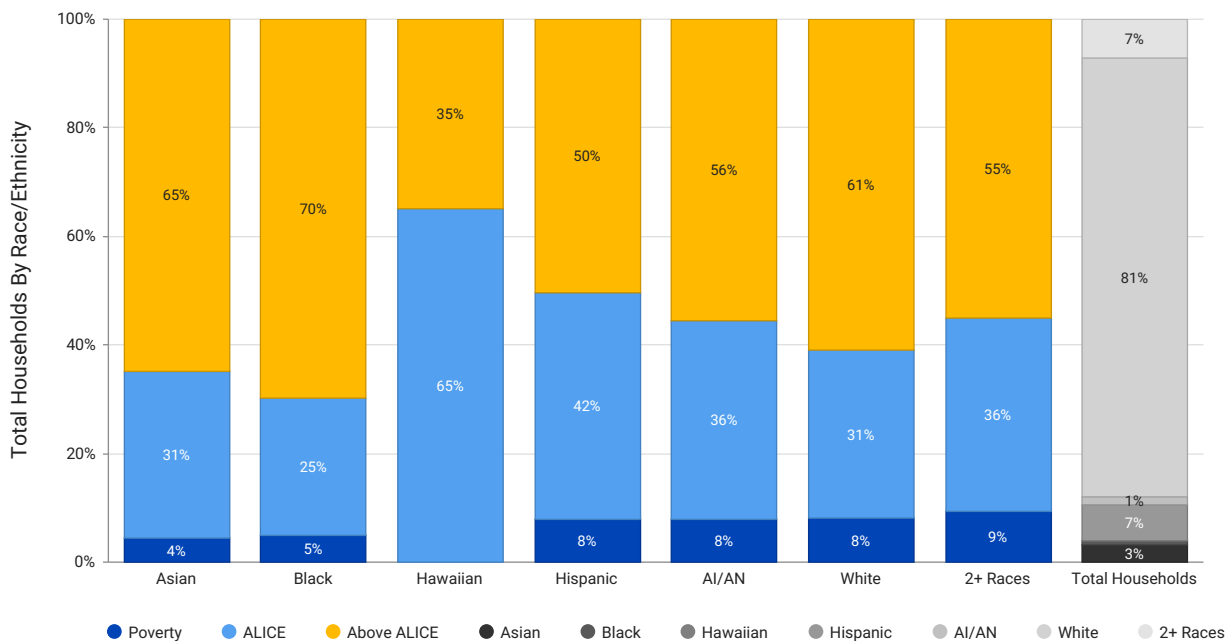
Percentage of Households, Whatcom County, Washington, 2024



Financial Hardship is Not Equally Distributed

By total number, groups with the largest population of households below the ALICE Threshold tend to also be in the largest demographic groups. However, when looking at the proportion of each group that is below the ALICE Threshold, it is clear that some groups are more likely to be ALICE than others.

Households by Race/Ethnicity, Whatcom County, Washington, 2024



There were also differences in financial hardship by household type and age of householder.

HOUSEHOLD TYPE

Group	% Below ALICE Threshold
Single or Cohabiting (no children)	37%
Married (with children)	15%
Single-Female-Headed (with children)	77%
Single-Male-Headed (with children)	63%

AGE OF HOUSEHOLDER

Group	% Below ALICE Threshold
Under 25 Years	78%
25 to 44 Years	30%
45 to 64 Years	29%
65 Years and Over	48%

Sources: ALICE Threshold, 2010-2024; American Community Survey, 2010-2024

The Cost of Basics Outpaces Wages

The Household Survival Budget reflects the minimum cost to live and work in the current economy and includes housing, child care, food, transportation, health care, technology, and taxes. It does not include savings for emergencies or future goals like college or retirement. In 2024, household costs in every county in Washington were well above the Federal Poverty Level of \$15,060 for a single adult and \$31,200 for a family of four.

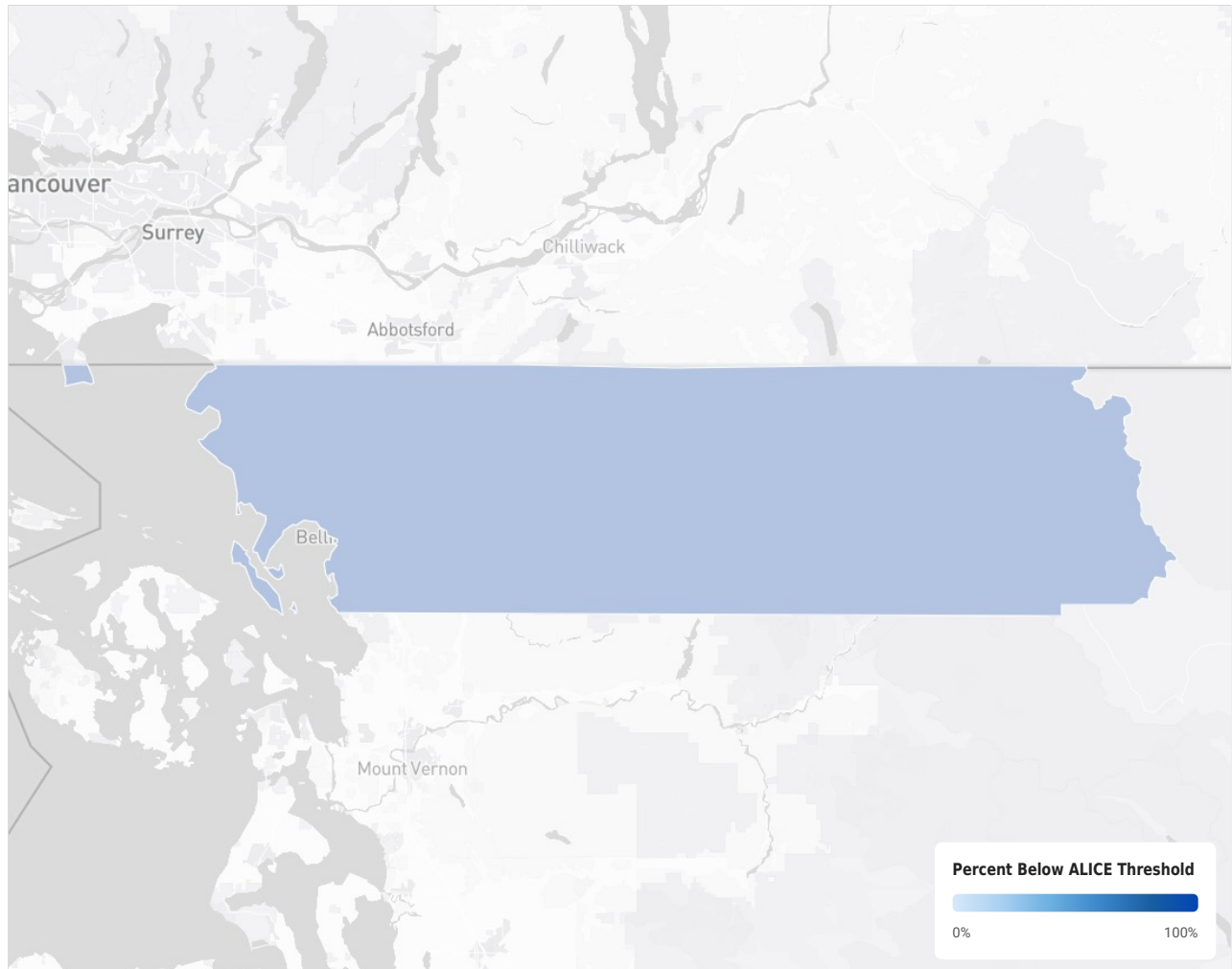
Household Survival Budget, Whatcom County, Washington, 2024								
Monthly Costs	Single Adult	One Adult, One Child	One Adult, One In Child Care	Two Adults	Two Adults Two Children	Two Adults, Two In Child Care	Single Adult 65+	Two Adults 65+
Housing	\$1,379	\$1,437	\$1,437	\$1,437	\$1,728	\$1,728	\$1,379	\$1,437
Child Care	\$0	\$539	\$1,437	\$0	\$1,078	\$3,168	\$0	\$0
Food	\$578	\$978	\$877	\$1,060	\$1,777	\$1,568	\$532	\$976
Transportation	\$375	\$467	\$467	\$550	\$820	\$820	\$313	\$426
Health Care	\$162	\$424	\$424	\$424	\$778	\$778	\$489	\$979
Technology	\$95	\$95	\$95	\$129	\$129	\$129	\$95	\$129
Miscellaneous	\$259	\$394	\$474	\$360	\$631	\$819	\$281	\$395
Taxes	\$394	\$388	\$561	\$456	\$600	\$1,007	\$442	\$688
Monthly Total	\$3,242	\$4,722	\$5,772	\$4,416	\$7,541	\$10,017	\$3,531	\$5,030
ANNUAL TOTAL	\$38,904	\$56,664	\$69,264	\$52,992	\$90,492	\$120,204	\$42,372	\$60,360
Hourly Wage	\$19.45	\$28.33	\$34.63	\$26.50	\$45.25	\$60.10	\$21.19	\$30.18

Notes: The budget for One Adult, One Child includes costs for one adult and a school-age child. The budget for One Adult, One in Child Care includes costs for an adult and an infant. The budget for Two Adults, Two in Child Care includes costs for two adults, one infant, and one preschooler. "Hourly Wage" shows the full-time wage needed to support each budget.

Sources: For ALICE Survival Budget sources, see the Methodology Overview on the Methodology page.

Financial Hardship Varies by Location in Washington

There is substantial variation in the number of households who live below the ALICE Threshold within the county. Explore the map and table below to learn more. The map is shaded to show the percentage of households that are below the ALICE Threshold (poverty-level and ALICE households combined). The darker the blue, the higher the percentage.



Whatcom County, Washington, 2024

Counties	Total Households	% Below ALICE Threshold
Whatcom	97,076	38%

Sources: ALICE Threshold, 2010-2024; American Community Survey, 2010-2024

HOW GEN Z USE (AND DON'T USE) PUBLIC LIBRARIES

The digital natives of Gen Z identify as readers, distrust algorithms, and increasingly turn to libraries

By Rachel Noorda, Ph.D,
and Kathi Inman Berens, Ph.D



We are two media studies professors who love libraries and have been researching media behaviors with a special focus on libraries since 2019.

During that time, we've experienced a global pandemic, witnessed an alarming rise in book bans, and have begun to see AI technology impact all aspects of society—including libraries and publishing—in new and seemingly disruptive ways.

Our 2022 survey focused on Gen Z and millennials, and added questions about identity. The 2025 survey focused exclusively on Gen Z, people born 1997-2012. All of our surveys are nationally representative and aligned with the U.S. Census proportions for gender, race, and region.

We initiated our library research in response to Macmillan's 2019 ebook embargo, which demonstrated that publishers were wary of libraries, believing that library access depressed frontlist book sales. It seemed to us that a case could be made for the opposite as well: that libraries increase awareness of books in a very crowded media eco-

system, and a weeks-long wait for a frontlist title reinforces the perception of its popularity. Libraries foster a love of reading books and create welcoming physical environments in which to read.

The question of whether Macmillan was right—that library access to frontlist books cannibalizes sales—struck us as a juicy scholarly question to investigate. But to answer it, we thought to look beyond just book sales. We gathered data about book consumption in the wider media ecosystem, capturing some pre-Covid behaviors across survey participants including the Silent Generation through Gen Z; to our knowledge, ours was the first to examine book “engagement” alongside engagement with streaming media, video games, and social media/writing platforms such as fan fiction.

While it's impossible to say definitively how libraries impact frontlist sales without comparing anonymized borrowing data to proprietary sales data, our 2020 survey revealed that one third of borrowers go on to purchase a book or an author that they first discovered at a public library. In this sense, libraries are showrooms for publishers' products.

Each biennium we've collected data has further solidified the vitality of libraries in the book and entertainment eco-

Dr. Rachel Noorda is Professor of Book Publishing; Dr. Kathi Inman Berens is Professor of Digital Humanities and Book Publishing; both are at Portland State University, OR.

PHOTO BY ANNA STILLIS/GETTY IMAGES



and Dragons groups, and game nights from Pokémon cards to Magic the Gathering: all of this Gen Z-specific programming for teens and young adults shows that public libraries see the unique interests that Gen Z have and entice them to come to the library.

In our 2025 survey, more than two thirds (67 percent) of Gen Z report visiting a public library, a large 13 percent jump from 2022 (54 percent). And there's more good news: 66 percent of Gen Z identify as readers, up 14 percent from 2022. Librarians rank third for Gen Z as their preferred source for finding books, up 16 percent from 2022; friends and streaming media are first and second respectively.

Two-thirds
of Gen Z identify
as readers,
up **14%** from 2022.

Despite librarians adopting more inclusive branding and services beyond books, borrowing books is still the top-ranked activity Gen Z do at the library, with the second most preferred activity—studying for school—following behind by 30 percent.

This suggests that Gen Z strongly associate libraries with borrowing items and are less aware of the many services libraries offer. Libraries' services and programming need more messaging targeted specifically to Gen Z. Social media is essential; though Gen Z distrust social media more than they did in 2022, they are using social media even more. A stunning 91 percent said they used YouTube in 2025, up from 78 percent in 2022, with modest increases in Instagram (79 percent in 2025) and TikTok (71 percent in 2025). TikTok and YouTube are the two most preferred social media platforms. Fewer Gen Z reported buying or borrowing books because of influencer recommendation in 2025.

WHY DO GEN Z TRUST AND VALUE LIBRARIES MORE IN 2025?

The 2025 results demonstrate growth in library use and trust in librarians. Between 2022 and 2025, not only did the proportion of Gen Z visiting the library rise substantially, but the number of Gen Z discovering books through library recommendations increased to 36 percent. Librarian recommendation is the most preferred method of discovery for 10 percent of Gen Z.

The rise in trust in librarians and visits to libraries may be connected to the increased wariness of Gen Z toward social media and influencers. In March 2026, both Meta and Google were found liable for producing products that harm children and that have addictive qualities. While this may or may not be a "big tobacco moment" for social media, our survey results indicate Gen Z's growing distrust of social media. Our data shows that Gen Z still use social media avidly, but their preference for it as a trusted source—for example, book recommendations—is waning. Between 2022 and 2025, book bans and AI have grown substantially. Our research suggests that those developments have influenced Gen Z's increased use of libraries.

GEN Z READING BEHAVIOR AND READING IDENTITY

Gen Z are generally more open than older generations to accepting a wide range of genres to "count" as reading and

system. In 2022, when we gathered nationally representative data of millennials and Gen Z and presented our findings at the ALA Annual conference in Washington, DC, we shared an important finding: that long wait times for digital books impacted BIPOC readers most adversely. BIPOC readers use digital collections more than the general population. In this sense, longer wait times can be understood as an equity barrier.

Our 2025 survey focused exclusively on Gen Z, and revealed a significant shift: members of Gen Z are increasingly connected to their libraries and most identify as readers.

At the 2026 Public Library Association conference in Minneapolis, we presented on "How Gen Z Use (and Don't Use) Public Libraries," the highlights of which are the basis of this article.

MORE GEN Z USED LIBRARIES, IDENTIFY AS READERS IN 2025 THAN IN 2022

At the PLA conference, we began our research presentation by inviting librarians to share how they engage Gen Z patrons. Trivia nights, romance book clubs, crafting, anime clubs, adulting 101, recording studio maker spaces, movie nights, writing clubs, zine making workshops, Dungeons

which might boldly feature in their identities as readers: spicy or smutty romance, graphic novels and comics, horror, fanfic, and other categories that have been stigmatized. As more kinds of reading “count”—and here we allude to surveys that recognize only certain types of books and reading habits—we hope that this number of teens and young adults who identify as readers continues to rise. In our surveys, we have defined reading capaciously to capture the multiple ways Gen Z (and other demographic groups) engage with books. Our surveys ask about reading books (all three formats) alongside other types of reading (on platforms and elsewhere), and we included partial reading as well.

We have found that the social and community-based aspects of reading are crucial factors to determine whether someone identifies as a reader or not. Public libraries are important community hubs. This rise in Gen Z identifying as readers indicates that libraries are already doing great work in creating social community-based spaces that Gen Z recognize as valuable.

However, we have found that people who don’t identify as readers still read books. You might ask, if identifying as a reader doesn’t mean that someone reads more books, what is the purpose of this identification? To us, the value of identifying as a reader is access to a bookish community and social reinforcement for reading practice. When reading is integrated into a sense of self, readers seek out others with that sense of self and find significance in belonging.

Being able to afford book buying and the perception of reading as a highbrow activity might be why some people may hesitate to identify as readers, even if they are reading. Libraries help readers overcome that socioeconomic barrier to access free books. Surprisingly, in both our 2022 and 2025 data, 47 percent of those who did not identify as readers did report visiting their local public library in the last 12 months. We’ve also found that people who do not identify as readers actually read more than the general population.

WHY DOES 2025 DATA DIFFER FROM 2022?

Context matters. According to data from the American Library Association (ALA), there was a 300+ percent increase in book bans between 2022 and 2025; 1,269 attempts to censor books at libraries in 2022 and 5,668 books banned from libraries in 2025. This rise in book bans represents an enormous shift culturally, and it may have recalibrated the value of libraries in the minds of Gen Z.

ChatGPT launched in November 2022, and this is the second phenomenon we think helps to explain Gen Z’s increasing turn to libraries and librarians. Coupled with social media, AI automates the kinds of slow, human interactions that people find calming and nourishing. Libraries are hubs



A rise in book bans may have recalibrated the value of libraries in the minds of **Gen Z.**

of social connection even when people are working individually on their laptops or reading quietly in a chair. Libraries’ ambient, lowkey co-presence is one thing people missed so much during Covid lockdowns.

Anytime we talk about AI in print, it’s like a stamp of a moment in time, because it advances so fast. Librarians are purveyors of vetted, human-authenticated information. They are experts in assessing information quality. We believe Gen Z value such authenticity more now than ever before. Gen Z’s waning trust in social media influ-

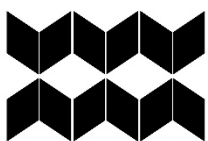
encers (previously one of their top preferred ways to discover books) is likely connected to their skepticism about what is real and fake on the internet. Gen Z are looking to human recommenders like librarians.

With social media and AI come loneliness, which Surgeon General Vivek Murthy deemed an “epidemic” in 2022. His report found that loneliness impacts teenagers and young adults more than any other age group. Our 2025 data found that lonely Gen Z are less likely to use the library; higher loneliness scores were associated with lower odds of visiting the physical library. For each one unit increase in the loneliness score, the odds of visiting a physical library go down by 27 percent. Conversely, those who were more likely to visit the library reported lower loneliness scores, indicating a connection between visiting the library and feeling more connected, less lonely.

Librarian recommendations help Gen Z escape the algorithm echo chamber, and physical libraries are safe, welcoming spaces where the obligation to socialize is easily customized to the individual’s preference. Amazon’s algorithms are designed to keep showing people books that are like other books they have read, which doesn’t promote discovery of books, voices, and topics that might be new to a reader. Given that one benefit of reading is its ability to transport the reader into life experiences and circumstances they may never have encountered elsewhere—Professor Rudine Sims Bishop called this “mirrors, windows, and sliding doors”—our data suggest that Gen Z are chafing against the limitations of “more of the same” algorithmic recommendations. Gen Z see value in the novelty and authenticity of librarians’ recommendations.

Libraries are clearly delivering value that Gen Z appreciate. Libraries as physical hubs of well-being, however, could be better messaged to Gen Z because their understanding of libraries lands firmly on materials that can be borrowed.

If you’d like to read more about our Gen Z research, we invite you to check out our new book *How Gen Z Discover and Consume Books*, which Cambridge University Press is publishing June 29. For the first two weeks of its release, the book will be free to download.



whatcom county
library system

Deputy Director Report

July 2026

COMMUNITY

Author Ann Patchet was hosted by WCLS for an event at Ferndale High School, sandwiched between her visit to Benaroya Hall in Seattle and the Vancouver Writers Festival in British Columbia. This event came together in rural Whatcom County due to Ann's desire to visit smaller communities and Adult Programming Coordinator, Clair McElroy's, familiarity with booking speakers. Collection Services Manager, Mary Kinser, and Community Relations Manager, Mary Vermillion, were also instrumental in the success of this event that created a palpable buzz of excitement across the county.



RESOURCES

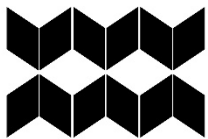
WCLS branch libraries have been selected to be distribution points for filter fan kits in partnership with Whatcom County. Free fans and air filters are available upon request as supplies last. They are intended for people who are vulnerable to the negative health effects of extreme heat and poor air quality due to wildfire smoke. This is one example of items distributed through our Community Connection areas that include other resources provided by community partners. Other items include Narcan and postage paid mailers to properly dispose of unwanted medications.

EQUITY, DIVERSITY AND INCLUSION

Pop-up Library season is in full swing with participation at 33 community events scheduled to occur June through August. WCLS Cultural Liaisons have coordinated participation at several cultural events including the Nooksack Resource Fair, Stommish Festival, and three separate Khalsa Days at Sikh temples.

Michael Cox

Deputy Director



whatcom county
library system

Youth Services Report

July 2026

RESOURCES

Our Summer Reading Program is off to a terrific start, with enthusiastic participation around the county. The kickoff parties saw huge numbers of attendees, and young people were delighted to choose their “forever book” from a broad and deep collection of titles. A homeschool collective with about 30 kids from across the county traveled to the Everson event and made special mention of how much they appreciated the selection on offer, which included classic titles, graphic novels, exciting contemporary fiction, nonfiction celebrating everything from the World Cup to the United States of America’s 250th birthday, beginning readers, cooking and crafting books for teens, and books in Spanish for young people of all ages.

Summer programs for young people are off to a similarly excellent start. Lots of kids attended books swap events where they could trade favorites and decorate a canvas tote to carry their haul in, dance parties where they could move and groove, nature walks to observe and record flora and fauna in homemade journals, rock painting to paint rocks, and craft fairs to sell homemade goods. Twenty-seven tweens gathered in Marine Park in Blaine for Camp Half-Blood, a three-day summer camp run by WCLS Youth Services in partnership with Majestic Adventures. Campers completed team-building challenges, mythical-themed crafts, and epic sword-fighting games, all inspired by the beloved *Percy Jackson and the Olympians* book series. Twenty-five teens gathered for a week-long Shakespeare Camp at Hovander Park in Ferndale, where they played improv games, designed costumes, hurled insults, and rehearsed lines, all in anticipation of an adapted, Shakespeare-in-the-Park-style performance of *A Midsummer Night’s Dream*. We also have Dungeons & Dragons camps happening in all locations, giving teens a chance to experience this popular role-playing game and connect with other enthusiasts.

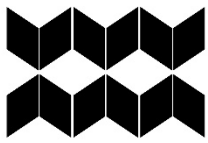
And even though regular school is out of session, the Youth Services Department continues to support summer school efforts. Three groups of students from the Lummi Nation School, K-1, 2-3, and 4-5, visited the Ferndale Library to learn about their ConnectED accounts and browse library shelves for books to read during the summer.

Cultural Liaisons Diana Antaño and Amelia Martinez joined Youth Services Assistant Tess Reding-Hoffart to translate our Spring puppet show into Spanish and perform it at two farmworker housing sites. Kids chose English- and Spanish-language forever books, some of them carefully poring through the selections to make recommendations to their friends.

What a joy to see a summer so full of bookish enthusiasm.

Thom Barthelmess

Youth Services Manager



whatcom county
library system

Community Relations Report

July 2026

COMMUNITY/RESOURCES

Initial results from our Summer at the Library campaign are promising. Here are a few digital advertising highlights worth celebrating as of July 1:

- Outstanding campaign reach: Our digital display campaign delivered 89,132 impressions — nearly 24,000 above the contracted goal. WCLS received nearly 36% more exposure at no additional cost.
- Strong audience engagement: Social advertising generated 25,223 impressions and an impressive 6.23% click-through rate, resulting in 1,571 clicks from community members interested in learning more about Summer at the Library
- Summer programs are generating interest. Searches related to Summer Reading, getting a library card online and branch locations indicate that seasonal promotions are driving curiosity and encouraging community members to connect with library resources.



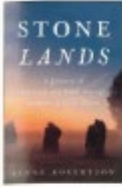
Podcast: Summer at the Library wcls.org/podcast or subscribe on your favorite podcast platform

Book Reviews

- *All Point Bulletin*, June 3, 2026, Blaine book review: "The Rainfall Market"
- *Cascadia Daily News*, June 5, 2026, Review: 'North of Ordinary' by Sue Aikens
- *Cascadia Daily News*, June 21, 2026, Review: 'Whistler' by Ann Patchett
- *Bellingham Alive*, June/July 2026

Book Reviews

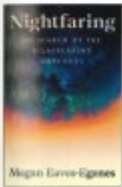
WRITTEN BY EMMA RADOSEVICH



"Stone Lands: A Journey of Darkness and Light Through Britain's Ancient Places"
by Fiona Robertson

When her husband Stephen is diagnosed with incurable cancer, UK book editor Fiona Robertson finds solace in an unexpected source: standing stones. Before the diagnosis, weekend life for her family meant hiking, wild swimming, and hunting for megaliths (stone monuments that, unlike the iconic Stonehenge, require a map to find). Amid the upheaval of Stephen's treatment, as the family continues these pilgrimages, Robertson begins writing "Stone Lands."

What emerges is a poignant meditation on impermanence and endurance: the brevity of human life, set against stones that have weathered millennia. Weaving together history, geology, and personal reflection, Robertson brings readers to her favorite sites throughout the British Isles. Outdoorsy American readers will be inspired by her passion for the "right to roam," which allows Britons off-trail access to their historic and natural heritage. In quiet moments of grief, Robertson takes comfort in imagining the ancient people who built monuments aligned to the winter solstice; every season ends, and the light always comes again.



"Nightfaring: In Search of the Disappearing Darkness"
by Megan Eaves-Egenes

As a kid in New Mexico, travel journalist Megan Eaves-Egenes's dad taught her how to spot constellations in the desert sky. In "Nightfaring," she takes readers to the darkest places in the world as she explores the rise of astrotourism, or dark sky tourism.

Starting in her adopted city of London, she traces the impact of artificial light on our relationship to the night sky, which she argues is integral to our shared human history. Each chapter explores a different facet of darkness: celestial navigation at a Dark Sky Reserve in New Zealand; the rewilding of wolves in the Italian Alps; medieval astronomy at an observatory in Uzbekistan. Her journey ends in another bright city, where Chicago teens advocate for equal access to the stars.

Eaves-Egenes brings each far-flung destination to life with the help of local experts and lush sensory details. "Nightfaring" will inspire you to turn off the lights and turn toward the stars.

Media Coverage

- *Western Front*, June 4, 2026, [A fix for neglected clothes](#)
- *Cascadia Daily News*, June 8, 2026, [From commissary kitchens to robot kittens, local libraries offer more than just books](#)



Christine Perkins, left, and Mary Kinser hold items from WCLS's Library of Things: an interactive robotic cat and an American Girl Doll, respectively. (Photo by Eli Voorhies)

- *Lynden Tribune*, June 10, 2026, [COUNTRY LIFE: Barn Buddies hold start of summer meeting](#)
- *Daily Journal of Commerce*, June 12, 2026, [Seattle DJC.com local business news and data - Real Estate - More housing for Blaine — and a new library, too](#)
- *Cascadia Daily News*, June 16, 2026, [Letters, Week of June 17, 2026: City support of homeless outreach, school cuts, what's next for CDN](#)

- *Cascadia Daily News*, June 22, 2026, *Blaine wants to build library, daycare, housing on city-owned land*
- *My Bellingham Now*, June 23, 2026, *City of Blaine seeking developer for library, additional housing*
- *Lynden Tribune*, June 24, 2026, *Sumas Library reopens after December flood*
- *Lynden Tribune*, June 24, 2026, *League of Women Voters presents at Everson Library*
- *The Northern Light*, June 25, 2026, *America's 250th brings excitement to Blaine's annual Fourth of July celebration*
- *The Northern Light*, June 25, 2026, *In the garden with Kelle: Composting, it's complicated*
- *The Northern Light*, June 25, 2026, *Birch Bay Kids Kite Festival draws thousands over weekend*
- *All Point Bulletin*, June 26, 2026, *Library Quick Picks*
- *All Point Bulletin*, June 26, 2026, *Point Roberts Park and Recreation engagement survey*
- *Cascadia Daily News*, June 29, 2026, *A Bellingham summer music survey, from new festivals to the return of After Sounds*

Mary Vermillion

Community Relations Manager

Collection Size	Physical	Electronic	Total
	296,634	440,631	737,265

Circulation	Jun 2025	Jun 2026	YTD 2025	YTD 2026	YTD % chg
Physical Circulation					
Blaine	11,829	11,729	82,375	70,189	-14.8%
Bookmobile & Outreach	5,243	6,285	31,488	35,660	13.2%
Deming	6,717	7,632	44,844	48,325	7.8%
Everson	7,542	9,517	50,500	52,610	4.2%
Ferndale	29,893	27,893	179,111	163,752	-8.6%
Island	1,532	1,748	10,217	10,105	-1.1%
Lynden	34,966	34,231	210,338	202,336	-3.8%
North Fork	3,309	3,472	20,370	19,942	-2.1%
NWIC	42	5	188	56	-70.2%
Point Roberts + PRX	2,278	1,966	12,831	11,787	-8.1%
Sumas + SLX	2,430	1,021	14,811	4,718	-68.1%
South Whatcom	7,663	8,925	46,778	51,668	10.5%
NDX	3,669	4,118	23,231	24,248	4.4%
Physical Circulation Total	117,113	118,542	727,082	695,396	-4.4%
Disc materials: DVDs, CDs	22,611	21,637	143,499	129,902	-9.5%
All other materials	92,532	94,325	565,556	549,916	-2.8%
Digital Circulation					
eBooks/eAudiobooks	35,873	37,342	223,035	228,635	2.5%
eMagazines	5,902	6,569	35,662	38,020	6.6%
eMusic	11,499	9,752	64,632	62,003	-4.1%
Streaming Video	3,027	2,351	20,423	17,305	-15.3%
Digital Circulation Total	56,301	56,014	343,752	345,963	0.6%
Grand Total	173,414	174,556	1,070,834	1,041,359	-2.8%

Visitors (Door counts)	Jun 2025	Jun 2026	YTD 2025	YTD 2026	YTD % chg
Blaine	6,482	6,828	41,054	37,774	-8.0%
Deming	2,394	3,127	16,129	17,203	6.7%
Everson	3,627	3,831	20,715	20,785	0.3%
Ferndale	12,773	12,434	74,870	70,531	-5.8%
Island	1,785	1,771	9,146	10,025	9.6%
Lynden	11,569	12,035	70,333	71,426	1.6%
NDX	349	354	1,878	2,104	12.0%
North Fork	1,610	2,993	10,687	12,813	19.9%
Point Roberts + PRX	1,712	1,645	8,127	8,697	7.0%
Sumas + SLX	1,476	699	8,096	699	-91.4%
South Whatcom	3,426	3,688	18,209	19,554	7.4%
Total	47,203	49,405	279,244	271,611	-2.7%

New Borrowers	Jun 2025	Jun 2026	YTD 2025	YTD 2026	YTD % chg
	675	613	3,461	3,337	-3.6%

Interlibrary Loan	Jun 2025	Jun 2026	YTD 2025	YTD 2026	YTD % chg
Borrowed from BPL	10,754	9,830	71,206	63,306	-11.1%
Lent to BPL	20,675	20,408	131,726	128,368	-2.5%
Borrowed: other libraries	423	561	3,531	3,479	-1.5%
Lent: other libraries	616	607	3,634	3,405	-6.3%

Electronic Resources	Jun 2025	Jun 2026	YTD 2025	YTD 2026	YTD % chg
WCLS.org Sessions	36,820	45,792	232,150	264,020	13.7%
Bibliocommons Sessions	84,907	80,344	531,042	542,286	2.1%
Internet Sessions	3,959	4,046	24,316	24,330	0.1%
Wifi Clients / Sessions	8,266	8,770	46,017	46,201	0.4%

Activities	Jun 2025	Jun 2026	YTD 2025	YTD 2026	YTD % chg
Programs					
Adults	119	111	646	622	-3.7%
Teens	16	13	205	199	-2.9%
Children	46	49	539	485	-10.0%
Total	181	173	1,390	1,306	-6.0%
Attendance					
Adults	856	694	6,309	6,821	8.1%
Teens	784	650	6,913	4,725	-31.7%
Children	6,637	6,115	18,327	18,600	1.5%
Total	8,277	7,459	31,549	30,146	-4.4%

Notes/Corrections:

Sumas Library re-opened June 17, 2026 after flood closure

Birch Bay WiFi access discontinued for construction as of June 24, 2026