



BOARD OF TRUSTEES MEETING
Whatcom County Library System
September 17, 2024

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 Rheannan.Pfnister@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. 2025 Budget Planning Schedule
 - c. Resolution 09/17/24-11 Declaring Public Disclosure Indexing as Burdensome
5. 9:30 a.m. **Trustee Education: IBBY and Not If But When – Thom Barthelme**
6. 10:00 a.m. **Power of Sharing Video**
7. 10:15 a.m. **BREAK**
8. 10:25 a.m. **Policy Update**
 - a. Overtime Pay/Compensatory Time Policy 12.43
9. 10:30 a.m. **Staff Reports**
 - a. Executive Director
 - b. Deputy Director
 - c. Youth Services Manager
 - d. Community Relations Manager
10. 10:50 a.m. **Performance Measures and Committee Reports**
 - a. Performance Measures
 - b. IT Services Committee
 - c. Personnel Committee
 - d. Whatcom County Library Foundation

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 Rheannan.Pfnister@wcls.org before 4:00 p.m. Monday, September 16, 2024. Written comments may be submitted to Rheannan.Pfnister@wcls.org prior to the meeting.

11. 11:15 a.m.

Announcements and Adjourn

- a. Intro to Interest Based Bargaining (IBB) Training – Thursday, Sept. 19 from 2-4 p.m. at Administrative Services
- b. Budget Retreat - Wednesday, Oct. 2 from 2:30-4:30 p.m. at the Deming Library
- c. All Friends Gathering – Thursday, Oct. 10 from 2-4 p.m. at the Deming Library
- d. Union Negotiations – Oct. 14-16 with a backup date of Oct. 21 at Administrative Services
- e. Open Book – Sunday, Nov. 3 from 12-5 p.m. at the Ferndale Events Center
- f. Citizens Advisory Committee – Thursday, Nov. 14 from 6-7:30 p.m. at the Ferndale Library

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Board Meeting Agenda Item Cover Sheet

Meeting Date:	9/17/2024
Committee or Department:	Administration Department
Subject:	Consent Agenda – Board Meeting Minutes, Monthly Expenditures
Prepared By:	Jackie Saul
Impact upon Budget?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Supporting Documents:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Recommendation or Request: Approval of consent agenda items

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

Summary:

Meeting Minutes:

- August 20, 2024 Regular Board Meeting

Expenditures:

General Fund:

- July 16-31, 2024 payroll: check no. 1039615804 and voucher nos. 559650-559798 totaling \$234,852.71 and August 1-15, 2024 payroll: check nos. 1039826357-1039826363 and voucher nos. 559804-559952 totaling \$238,804.18.
- ACH transactions for employee benefits, telecommunication services and monthly sales/use tax filings totaling \$98,461.35; \$48,365.18 of this is for employee funded contributions to dental insurance premiums, Health Savings Accounts, PERS and deferred compensation plans (made via payroll deduction).
- Claim 2024-31G: warrant nos. 1196972-1196986 totaling \$55,926.45
- Claim 2024-32G: warrant nos. 1197200-1197227 totaling \$112,856.22
- Claim 2024-33G: warrant nos. 1197491-1197514 totaling \$83,969.32
- Claim 2024-34G: warrant nos. 1198543-1198569 totaling \$94,695.44

Capital Fund:

- Claim 2024-13C: warrant no. 1197228 totaling \$9,842.70
- Claim 2024-14C: warrant nos. 1197515-1197516 totaling \$6,738.96
- Claim 2024-15C: warrant nos. 1198570-1198571 totaling \$5,858.20

Alternatives: N/A

Fiscal Impact: Expenditures for approval paid from available 2024 budgeted funds.

Comments: The Finance Committee has reviewed the General and Capital Fund claims listed above. They reviewed that there were no General Journal entries in August.



Location

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

In Attendance

Trustees: Rodney Lofdahl, Chair; Matthew Santos, Vice Chair; Holly Robinson, Secretary; John Miller and Danielle Gaughen. Absent: None.

Staff: Christine Perkins, Executive Director; Michael Cox, Deputy Director; Jackie Saul, Director of Finance and Administration; Thom Barthelmess, Youth Services Manager; Mary Vermillion, Community Relations Manager; Lisa Gresham, Collection Services Manager; Geoff Fitzpatrick, IT Services Manager; 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; Jennifer Rick, Foundation Development Director; Maggie Mae Nase, Learning Coordinator; Rheannan Pfnister, Records Management Specialist & Executive Assistant; Erin Suda, Island Library Manager.

Guests: None.

Call to Order

Rod determined quorum and called the meeting to order at 9:01 a.m., followed by a reading of the WCLS Land Acknowledgement by Michael.

Open Public Comment

No public comment.

Consent Agenda

The Consent Agenda included minutes of the July 16, 2024, Board of Trustees Regular Meeting as well as the following:

Expenditures:

General Fund:

- June 16-30, 2024 payroll: check no. 1039245473 and voucher nos. 559337-559490 totaling \$223,417.58 and July 1-15, 2024 payroll: check nos. 1039417967-1039417970 and voucher nos. 559497-559643 totaling \$232,512.72.
- ACH transactions for employee benefits, telecommunication services and monthly sales/use tax filings totaling \$127,347.06; \$70,367.73 of this is for employee funded contributions to dental insurance premiums, Health Savings Accounts, state paid family medical leave and long-term care fund premiums, PERS and deferred compensation plans (made via payroll deduction).
- Claim 2024-26G: warrant nos. 1194929-1194945 totaling \$51,128.59
- Claim 2024-27G: warrant nos. 1195356-1195378 totaling \$153,831.25

- Claim 2024-28G: warrant nos. 1195640-1195665 totaling \$28,071.04
- Claim 2024-29G: warrant nos. 1196092-1196111 totaling \$96,048.25
- Claim 2024-30G: warrant nos. 1196864-1196880 totaling \$67,475.19

Capital Fund:

- Claim 2024-08C: warrant nos. 1194946-1194947 totaling \$1,204.82
- Claim 2024-09C: warrant no. 1195379 totaling \$11,880.00
- Claim 2024-10C: warrant no. 1195666 totaling \$59,249.06
- Claim 2024-11C: warrant no. 1196112 totaling \$4,550.00
- Claim 2024-12C: warrant nos. 1196881-1196882 totaling \$5,744.60

Authorization to Surplus Capital Asset:

- Resolution 08/20/24-09 Authorizing the Surplus of a Capital Asset

Authorization to Void a Warrant:

- Resolution 08/20/24-10 voiding warrant 1196877

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

Financial Report and Resolutions: Finance Committee Report

Jackie reviewed her report, including the July Notes and Highlights section. In July, WCLS purchased a new box truck to replace an older one that was experiencing recurring issues. The new box truck is a gas-powered vehicle unlike the other box trucks, which are diesel-powered. The new truck will be painted, and our logo will be added to it so that it matches the other WCLS vehicles. The Consent Agenda included a resolution to declare the previous box truck as surplus, and it will be sold at a local auction.

There are no major updates in the general fund for July. As we are between tax payment dates, there has been no significant increase in revenue. We are 58% through the fiscal year and wages and benefits are on track at 57%.

Jackie annually performs an inventory of the capital and small and attractive assets. This year, Accountant Ruth Nail conducted the inventory at the branches and Jackie conducted the inventory at Administrative Services. They will be finishing up that task this week.

Jackie inquired if there was any interest with the Board in having a budget retreat this year even though there was one last year. Rod stated that it would be beneficial to have another, since we have two new board members, and it would be useful to have this information refreshed since there are plans for a levy lid lift in the future. Discussion about possible dates and times for a budget retreat took place. Jackie will schedule a meeting date and send out a calendar invitation.

Trustee Education: Applicant Tracking System & Job Opportunities Website

Beth updated the Board on WCLS's new applicant tracking system (ATS), Applicant Pro, which we began using earlier in the year. She reviewed and compared the old and new procedures for posting jobs, as well as the general experience of hiring managers and applicants before and after implementing the ATS. Overall, the new experience is streamlined for both sides of the application process and is more user-friendly. The ATS has also created a shift from paper to digital format and storage regarding the job posting and interview process forms and paperwork.

HR can now easily access previously saved jobs and update them for a new job posting quickly. WCLS has moved to only accepting online applications unless accommodation has been requested through HR. WCLS.org has also been updated to reflect the new process.

Rod asked how WCLS is now advertising job openings. We are still using several of the job search sites. The ATS will auto post to many of them. HR does not need to create posts for each site as before or follow up with applicants who apply through them. Rod asked if our applicant numbers have increased due to the ATS incorporation. Beth stated that while our applicant numbers have increased, we experienced a significant decline in applicants during COVID and we are still working our way back to pre-pandemic numbers.

Rod stated the new system seems to be a much-needed improvement for WCLS and the Board is pleased it is working well.

Strategic Action Plan Check-In

Christine reviewed the updated Strategic Action Plan with the Board. She highlighted many of the completed projects such as A Forest of Words and Pride in the Park. A few projects were removed for 2024. The Kulshan/City of Blaine partnership to construct a lower-income housing development with a new Blaine Library attached fell through. WCLS has stepped back from this project for now so that we can focus on a levy lid lift campaign. The Voter Assistance Points project was also removed. WCLS was unable to launch this project as it was not possible for the County Auditor's Office to partner with us due to time and staff constraints.

Although many projects are in progress, a few larger ones are still waiting to begin. Michael spoke a bit about the small, convertible meeting spaces planned for the Deming and North Fork libraries. He touched on the funding and design work that is currently being reviewed and the options that are available for the spaces. John mentioned that he has attended a few trainings at the fire station across from the North Fork Library and can understand why there is a need for these types of spaces in the community.

Rod inquired about the timing of replacing the new vehicles and the installation of EV charging stations at Administrative Services. Ryan informed the Board that we are holding off purchasing the vehicles until the chargers have been installed. PSE is handling the installation and there is currently a shortage of EV charging stations in Washington State. We will purchase the new vehicles as soon as the chargers are in place.

The strategic action plan is on track for 2024. WCLS is attempting to be very minimal on what projects we undertake in 2025 to ensure that we can focus on a levy lid lift. Christine is organizing a Citizens Advisory Committee to gather and contribute input about a possible levy lid lift. She has asked each Trustee to recommend two people that may be interested in serving on such a committee.

Break

Rod adjourned for a break from 10:00-10:11 a.m.

Library Advocacy and Funding Conference Debrief

Christine, Jenn, Holly, Jackie, and Mary V. all virtually attended The Library Advocacy and Funding Conference (LAFCON) 2024 at the end of July. The attendees reflected on the themes throughout the conference and what stood out to each of them the most.

Staff Reports: Executive Director

In addition to her written report, Christine mentioned that Rick Jenkins from the Seattle Public Library security team recently visited a few of our branches to train WCLS staff on how to address disruptive behavior and deescalate stressful situations.

WCLS turned down funds to install EV charging stations at the Deming Library due to the already limited number of parking spaces available for patrons.

Lisa Gresham showed the Trustees the newest addition to our Library of Things, a lifelike robotic cat which could be borrowed for people with dementia or others who have pet allergies.

Staff Reports: Deputy Director

In addition to his written report, Michael shared that the number of people engaging with our summer programs has been great this year. About 250 people showed up for the Tumbao concert in Glenhaven. WCLS had popups at 41 different community events June through August. WCLS is reaching community members and is side by side with them when they are celebrating.

Staff Reports: Youth Services Manager

Thom shared his written report and highlighted the concentrated work Youth Services is doing for the ConnectED program this summer and touched on the anticipated growth for the upcoming school year. He shared a template email that ILS Administrator Carmi Parker created that can be personalized and sent out to each school district highlighting their students' usage statistics and unique experiences using their ConnectED accounts.

July is the busiest month of the year for Youth Services. This July, WCLS hosted 146 programs for kids and teens throughout the system.

Staff Reports: Community Relations Manager

Mary discussed her written report. She stated that she has been visiting all the branches with local videographer Lars Kongshaug. They have interviewed staff and captured many sweet, impactful moments and amazing patron interactions. Video is becoming more popular as a way of conveying information. We will be able to repackage the video bits and use them to promote the library if we choose to do so. They will reflect the value of the library and will enable WCLS to share with patrons the many ways our services are impacting the community.

El Periódico, *Ferndale Record*, and *Lynden Tribune* all ran an article featuring WCLS Cultural Liaisons Diana Antaño and Amelia Martinez. The article highlighted their work within the migrant and Hispanic communities around the county.

Performance Measures & Committee Reports: Performance Measures

In addition to his written report, Michael shared that door counts have been growing. Island, Point Roberts and South Whatcom libraries have been significantly exceeding the 2019 door counts. WiFi usage is slightly down, but more people are coming inside our branches and using the computers.

Michael compared our data to other similar systems within the state. WCLS is performing at the top of our peer group with programming. A summer-full of energetic programming has greatly contributed to it.

OverDrive usage has continued to rise but is plateauing. Summer months are usually a bit lower in usage since students are not using the databases for homework.

Performance Measures & Committee Reports: Personnel Committee

Nothing to report.

Performance Measures & Committee Reports: Whatcom County Library Foundation

The Foundation has met 75% of its fundraising goal for 2024. After Branch Out next month and mail-in donations, the goal will be surpassed.

The Blaine and Lynden libraries each received an estate gift of \$10,000 from a patron bequest.

There is a ukulele singalong benefit concert in Ferndale on October 20. Admission is free, but donations are suggested. All donations go to WCLF.

Announcements and Adjourn

Branch Out is coming up on September 6. Please send in your RSVP as soon as possible to guarantee your seat.
Rod adjourned the meeting at 11:26 a.m.

Next Meeting

The next Board of Trustees meeting will be held on September 17, 2024, at 9:00 a.m. online via Microsoft Teams and at Administrative Services, 5205 Northwest Drive, Bellingham, WA 98226.

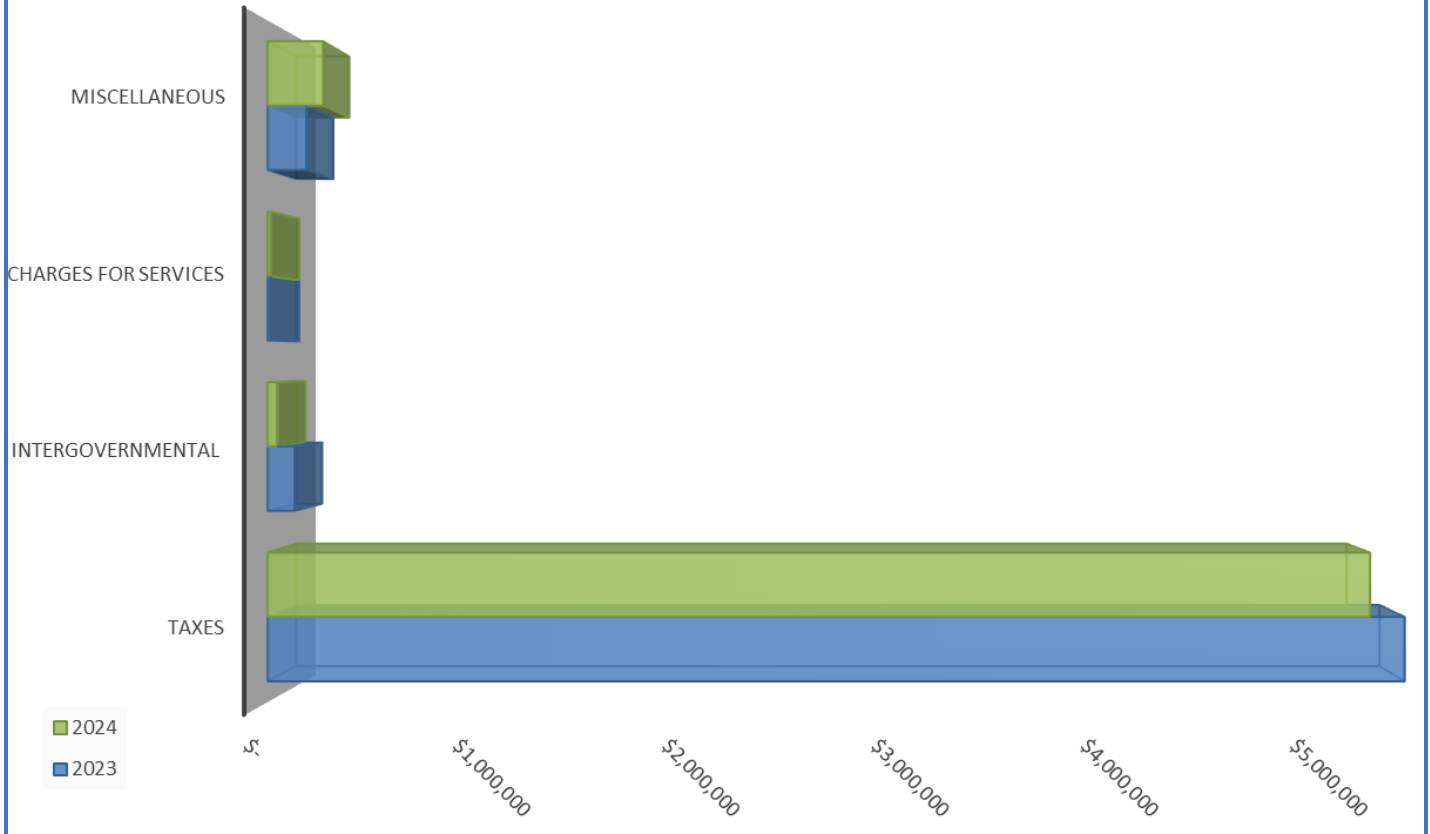
<hr/>	<u>09/17/2024</u>	<hr/>
Holly Robinson, Board Secretary	Date	Rheannan Pfnister, Exec. Assistant



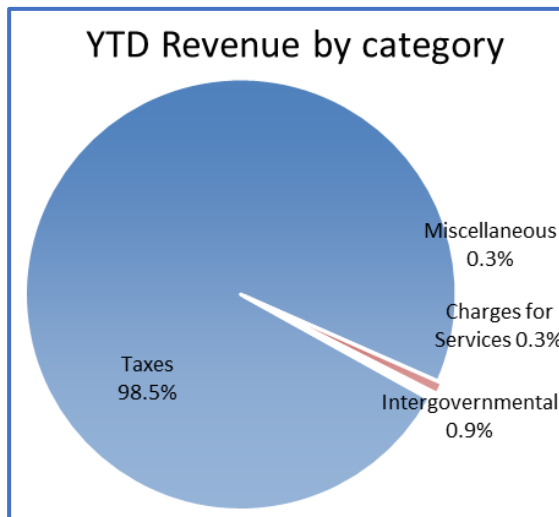
August Revenue

2024 Budget Revenues - Year-To-Date						
August 2024 (67% of FY)						
Acct No	Description	Budgeted Revenues	Actual Revenues YTD	% of Actual Revenues YTD	% of Budgeted Revenues Received YTD	Budget Variance
310	TAXES					
311.10	General Property Taxes	9,769,533	\$ 5,469,891	94.12%	55.99%	\$ (4,299,642)
	TOTAL TAXES	9,769,533	\$ 5,469,891	94.12%	55.99%	\$ (4,299,642)
330	INTERGOVERNMENTAL REVENUE					
333.4530	Fed Indirect Grant - IMLS	2,500	\$ -	0.00%	0.00%	\$ (2,500)
337.1000	Local Grants, Entitlements & Other	45,000	30,247	0.52%	67.22%	(14,753)
337.2000	Leasehold Excise Tax	30,000	18,717	0.32%	62.39%	(11,283)
	TOTAL INTERGOV. REVENUE	77,500	\$ 48,964	0.84%	63.18%	\$ (28,536)
340	CHARGES FOR GOODS & SERVICES					
347.2001	Printing & Duplication Services	4,000	\$ 3,734	0.06%	93.34%	\$ (266)
347.2002	Library Use Fees	12,300	12,320	0.21%	100.16%	20
	TOTAL CHARGES FOR SERVICES	16,300	\$ 16,054	0.28%	98.49%	\$ (246)
360	MISCELLANEOUS REVENUES					
361.1100	Investment Interest	247,350	\$ 217,116	3.74%	87.78%	\$ (30,234)
362.1000	Rents & Leases	3,500	840	0.01%	24.00%	(2,660)
367.1000	Contributions & Donations	73,500	34,613	0.60%	47.09%	(38,887)
369.1000	Sale of Surplus	100	50	0.00%	50.00%	(50)
369.4100	Judgements & Settlements	-	67	0.00%	0.00%	67
369.8100	Cashier's Overages or Shortages	-	(4.94)	0.00%	0.00%	(5)
369.9101	Other Misc. Revenue	20,000	16,746	0.29%	83.73%	(3,254)
369.9102	Reimburse Lost/Damaged Books	11,000	7,077	0.12%	64.33%	(3,923)
369.9106	COBRA Reimbursement	733	366	0.01%	49.97%	(367)
	TOTAL MISC. REVENUES	356,183	\$ 276,870	4.76%	77.73%	\$ (79,313)
	TOTAL OPERATING REVENUE	10,219,516	\$ 5,811,779	100.00%	56.87%	\$ (4,407,737)
390	OTHER FINANCING SOURCES					
397.3000	Transfers from Designated Fund Balance	230,000	\$ -	0.00%	0.00%	(230,000)
	TOTAL OTHER FINANCING SOURCES	230,000	\$ -	0.00%	0.00%	\$ (230,000)
	TOTAL REVENUE	10,449,516	\$ 5,811,779	100.00%	55.62%	\$ (4,637,737)

General Fund Operating Revenue to Date-Compared to Prior Year



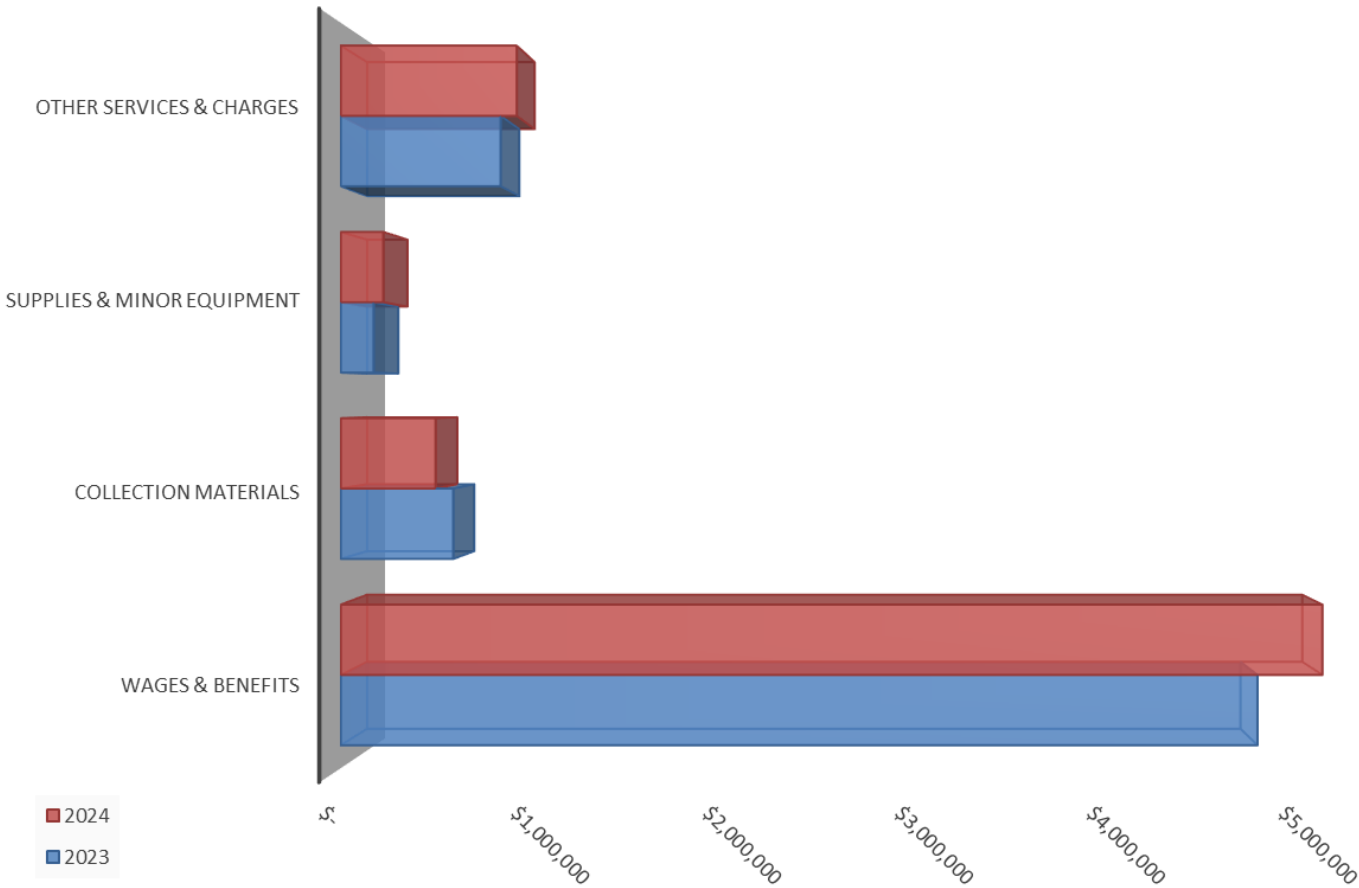
Actual General Fund Revenue Year to Date Comparison			
	2023	2024	% Change
Taxes	\$ 5,641,348	\$ 5,469,891	-3.04%
Intergovernmental	135,360	48,964	-63.83%
Charges for Services	15,328	16,054	4.73%
Miscellaneous	194,008	276,870	42.71%
Total Operating Revenue	\$ 5,986,045	\$ 5,811,779	-2.91%
Other Financing Sources	\$ -	-	0.00%
Total Revenue	\$ 5,986,045	\$ 5,811,779	-2.91%



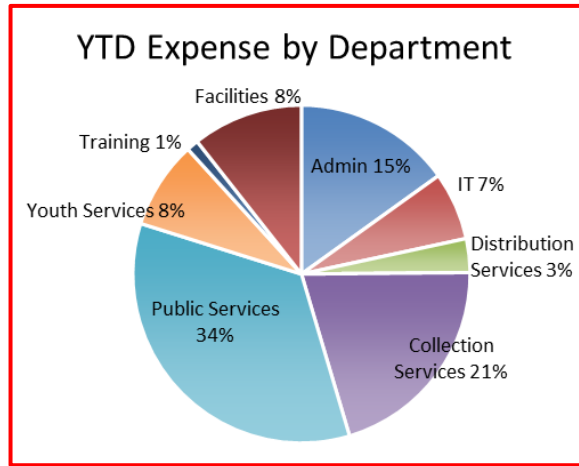
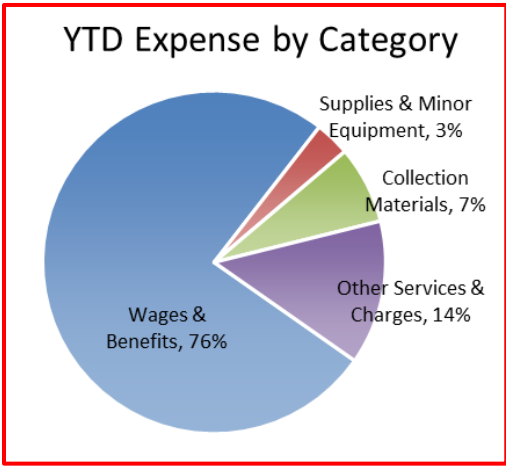
August Expenditures

2024 Budget Expenditures - Year-To-Date						
August 2024 (67% 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	6,010,093	\$ 3,919,293	55.27%	65.21%	\$ (2,090,800)
572.2000	Benefits	2,112,922	1,383,968	19.52%	65.50%	(728,954)
	TOTAL SALARIES, WAGES, & BENEFITS	8,123,015	\$ 5,303,261	74.79%	65.29%	\$ (2,819,754)
572.30	SUPPLIES & MINOR EQUIPMENT					
572.3031	Office & Operating Supplies	151,450	\$ 121,213	1.71%	80.04%	\$ (30,237)
572.3032	Fuel	26,050	7,857	0.11%	30.16%	(18,193)
572.3034	Collection Materials	1,250,000	512,600	7.23%	41.01%	(737,400)
572.3035	Small Tools & Minor Equipment	200,075	100,980	1.42%	50.47%	(99,095)
	TOTAL SUPPLIES & MINOR EQUIPMENT	1,627,575	742,650	10.47%	45.63%	\$ (884,925)
572.40	OTHER SERVICES & CHARGES					
572.4041	Professional Services	540,538	\$ 454,670	6.41%	84.11%	\$ (85,869)
572.4042	Communication	147,280	107,491	1.52%	72.98%	(39,789)
572.4043	Travel	46,250	25,267	0.36%	54.63%	(20,983)
572.4044	Taxes & Operating Assessments	400	336	0.00%	84.02%	(64)
572.4045	Operating Rentals & Leases	60,871	54,209	0.76%	89.06%	(6,662)
572.4046	Insurance	91,874	90,304	1.27%	98.29%	(1,570)
572.4047	Utilities	171,176	94,341	1.33%	55.11%	(76,835)
572.4048	Repair & Maintenance	133,240	66,410	0.94%	49.84%	(66,830)
572.4049	Miscellaneous	92,910	57,903	0.82%	62.32%	(35,007)
	TOTAL OTHER SERVICES & CHARGES	1,284,540	950,931	13.41%	74.03%	\$ (333,608)
	TOTAL OPERATING EXPENDITURES	11,035,130	6,996,843	98.67%	63.41%	\$ (4,038,287)
590	OTHER FINANCING USES					
597.1000	Transfers to Capital	94,135	\$ 94,135	1.33%	100.00%	\$ -
	TOTAL OTHER FINANCING USES	94,135	\$ 94,135	1.33%	100.00%	\$ -
	TOTAL EXPENDITURES	11,129,265	\$ 7,090,978	100.00%	63.71%	\$ (4,038,287)
	NET INCOME (LOSS)	(679,749)	(1,279,199)			\$ (599,450)
	FUND BALANCE SUMMARY					
	Beginning Fund Balance	10,612,545	\$ 10,612,545			
	Net Income	(679,749)	(1,279,199)			(599,450)
	Transfer to (from) Reserves	(230,000)	-			230,000
	Ending Fund Balance	9,702,796	\$ 9,333,346			\$ (369,450)

General Fund Operating Expenditures to Date-Compared to Prior Year



Actual General Fund Expenditures Year to Date Comparison			
	2023	2024	% Change
Wages & Benefits	\$ 4,952,810	\$ 5,303,261	7.08%
Collection Materials	608,247	512,600	-15.73%
Supplies & Minor Equipment	178,129	230,050	29.15%
Other Services & Charges	864,114	950,931	10.05%
Total Operating Expenditures	6,603,300	6,996,843	5.96%
Other Financing Uses	\$ 45,000	94,135	109.19%
Total Expenditures	\$ 6,648,300	\$ 7,090,978	6.66%



Fund Balance Summary	2024		
	2023 Actual	2024 Budgeted	Actual to Date
Beginning Fund Balance	\$ 10,630,324	\$ 10,612,545	\$ 10,612,545
Revenue	10,305,797	10,449,516	5,811,779
Expenditures	(10,553,576)	(11,129,265)	(7,090,978)
Transfer to (from) Reserves	230,000	(230,000)	-
Ending Fund Balance	\$ 10,612,545	\$ 9,702,796	\$ 9,333,346
Ending Fund Balance Designation Detail			
	2023 Actual	2024 Budgeted	Actual to Date
Designated Ending Fund Balance - Cash Flow	\$ 3,502,655	\$ 3,639,587	\$ 3,203,647
Designated Ending Fund Balance - Emergency	892,009	926,588	926,588
Designated Ending Fund Balance - Capital Transfer	45,000	94,135	94,135
Designated Ending Fund Balance - Unemployment Comp Reserve	14,403	14,662	14,662
Designated Ending Fund Balance - Birch Bay Operating Fund Reserve	600,000	600,000	600,000
Designated Ending Fund Balance - Facility Ownership & Library Svcs Fund Reserve	3,192,315	3,192,315	3,192,315
Designated Ending Fund Balance - Facility Maintenance Fund	650,000	650,000	650,000
Designated Ending Fund Balance - Operating Cost Stabilization Fund	250,000	250,000	250,000
Designated Ending Fund Balance - Collection Project Fund	172,000	172,000	172,000
Designated Ending Fund Balance - Abeyance Fund	230,000	-	230,000
Total Designated Ending Fund Balance	9,548,382	9,539,286	9,333,346
Beginning Fund Balance less designated funds	1,081,942	1,073,259	1,279,199
Transfer to (from) Reserves	230,000	(230,000)	-
Net Income	(247,779)	(679,749)	(1,279,199)
Ending Unassigned Funds with no designation	1,064,163	163,510	-
Ending Designated Funds	9,548,382	9,539,286	9,333,346
Total Ending Fund Balance	\$ 10,612,545	\$ 9,702,796	\$ 9,333,346

August Summary

- As of the end of July we have received \$5,811,779, or 56% of operating revenue. Expenditures are at \$7,090,978, 55% of budgeted amounts. This has resulted in a year-to-date net loss of \$1,279,199. Our fund balance at the end of August is \$9,333,346.
- We have dipped into our cash flow reserve by \$435,940 and will likely do so again in September. These funds will be replenished when we receive our next influx of property tax revenue in October.
- Today's packet includes a 2024 Budget Planning schedule. Budget preparation is underway. Ryan and I are meeting with branch managers, and I am also meeting with Department Heads. I will be collecting data and reviewing current year spending to begin making projections in preparation for our October 2 Budget Planning Retreat.

WCLS Account Summary

WCLS follows the Washington State Budgeting, Accounting and Reporting System (BARS). Below is a brief description of revenue and expense accounts.

Revenue Accounts:

Taxes: This section includes taxes on real and personal property, which are the primary revenue source for the library system, making up 95% of operating revenues received. The bulk of property tax revenue is received in April and October of each year.

Intergovernmental Revenue: Sources of intergovernmental revenue include grant revenues received from state and federal sources and revenues resulting from the leasing of, or sale of, timber and other products from state forest lands managed by the Department of Natural Resources. It also includes taxes from private harvest timber sales.

Charges for Goods and Services: This category includes fees received from library printing and copying services. It also includes use fees from the sale of library cards to non-residents and from contracted services with other entities, such as the Whatcom County Jail.

Miscellaneous Revenues: This source of revenue includes investment interest earned through participation in the Whatcom County Investment Fund. It also includes fees received for library meeting room use, private grants and donations, charges for lost or damaged library materials, and other miscellaneous revenue such as rebates and reimbursements.

Other Financing Sources: This category includes non-revenue items such as proceeds from the sale of capital assets and insurance recoveries.

Expense Accounts:

Salaries, Wages, and Benefits: This expense category includes wages and fringe benefits for WCLS employees, including medical and dental insurance; contributions for employees enrolled in the State of Washington Public Employee Retirement System (PERS); contributions into the Social Security and Medicare systems; workers' compensation (Labor and Industries); state Paid Family and Medical Leave; long-term disability insurance; and unemployment compensation.

Supplies and Minor Equipment: This section includes office, program, maintenance, and custodial supplies, as well as fuel. It includes small tools and equipment items such as computer hardware, furnishing and fixtures, shelving, book returns and carts, etc. It also includes the collection materials budget that comprise WCLS's lending collection.

Other Services and Charges: This category includes costs for professional services, such as legal, payroll, programming, cataloging, and Interlibrary Loan services. It includes communication costs, such as postage, courier services, and phone and internet charges. Travel; use and excise taxes; auto, liability and property insurance; utilities; repairs and maintenance; and other miscellaneous expenses are also reported here.

Other Financing Uses: This category includes transfers to the WCLS Capital fund. This transfer is equal to the prior year's revenue received from certain intergovernmental sources, such as those resulting from the sale of timber and other products from state forest lands.

**WHATCOM COUNTY LIBRARY SYSTEM
2025 BUDGET PLANNING SCHEDULE**

DATE	ACTION	RESPONSIBILITY
September 2024	Review current year costs and begin making projections for next year	Executive Director, Dir. of Finance and Admin.
September 2024	Obtain budget input from department heads and branch managers	Executive Director, Dir. of Finance and Admin, Facilities Services Manager
September 2024	Compile budget input and draft preliminary budget	Dir. of Finance and Admin.
October 2024	Continue to fine-tune preliminary budget	Dir. of Finance and Admin.
October 2024	Obtain preliminary property tax information from county assessor	Dir. of Finance and Admin.
October 2, 2024	Share preliminary budget projections with Trustees	Executive Director, Dir. of Finance and Admin.
October 2, 2024	Review planning goals and objectives for coming year	Executive Director, Dir. of Finance and Admin.
October 17, 2024	Share revised cost and revenue projections with Finance Committee	Executive Director, Dir. of Finance and Admin.
October 22, 2024	Share revised cost and revenue projections with Trustees	Executive Director, Dir. of Finance and Admin.
November 2024	Receive certified assessed valuation figures and levy calculations from County Assessor	Dir. of Finance and Admin.
November 2024	Continue to fine-tune preliminary budget	Dir. of Finance and Admin.
November 19, 2024	Hold public hearing on revenue sources	Board of Trustees
November 19, 2024	Adopt resolution establishing an increase to the property tax levy and submit to County Council and County Assessor	Board of Trustees
November 19, 2024	Adopt preliminary budget certifying the 2024 property tax levy and submit to County Council and County Assessor	Board of Trustees
December 2024	Receive state-assessed valuation figures from the County Assessor	Executive Director, Dir. of Finance and Admin.
December 2024	Prepare and distribute final budget	Executive Director, Dir. of Finance and Admin.
December 17, 2024	Adopt and certify final budget	Board of Trustees
December 17, 2024	Adopt Capital Plan and budget	Board of Trustees
February 2025	Amend budget based on final 2024 totals	Board of Trustees



Board Meeting Agenda Item Cover Sheet

Meeting Date:	9/17/2024
Committee or Department:	Administration Department
Subject:	Resolution 09/17/24-11 Declaring Public Disclosure Indexing as Burdensome
Prepared By:	Jackie Saul
Impact upon Budget?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Supporting Documents:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Recommendation or Request: Approval of Resolution 09/17/24-11 declaring public disclosure indexing as unduly burdensome and interfering with agency operations.

Suggested Motion for Consideration: Move approval of Resolution 09/17/24-11 declaring public disclosure indexing as unduly burdensome and interfering with agency operations.

Summary: RCW 42.56.070 requires government agencies such as WCLS to create and maintain an index of public records, unless the agency declares that such indexing would be unduly burdensome. Due to the cost and time required to create and manage such an index, WCLS leadership feels that it would indeed be burdensome and negatively impact library operations. The resolution presented today formalizes this declaration in accordance with RCW 42.56.070.

Alternatives: Create and maintain a public records index as described in RCW 42.56.070.

Fiscal Impact: none

Comments: none



RESOLUTION NO. 09/17/24-11

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WHATCOM COUNTY RURAL LIBRARY DISTRICT DECLARING PUBLIC DISCLOSURE INDEXING AS UNDULY BURDENSOME AND INTERFERING WITH AGENCY OPERATIONS AS REQUIRED BY RCW 42.56

WHEREAS, RCW 42.56.070(3) requires all local agencies to maintain and make available a current index of public records; and,

WHEREAS, RCW 42.56.70(4) states that a local agency need not maintain such an index if it would be unduly burdensome or interfere with agency operations, and if so, an agency must issue and publish a formal order specifying the reasons why and the extent to which compliance would be unduly burdensome or interfere with agency operations; and,

WHEREAS, the RCW further provides that all indexes maintained by the District must be made available to provide identifying information on those records which are to be made available for public inspection as described in RCW 42.56.070; and,

WHEREAS, anticipated District revenues do not allow for additional staff members for the sole purpose of creating and maintaining such an all-inclusive index; and,

WHEREAS, the development and maintenance of a District index would be extremely costly and would provide little benefit to the public when compared to the expense of creating and maintaining such a District-wide index; and,

WHEREAS, the Whatcom County Rural Library District is composed of multiple departments, which maintain separate databases and/or record-keeping systems for indexing records and information; and,

WHEREAS, the District's records are diverse, complex, and stored in multiple computer systems, formats, and/or databases, making it difficult if not impossible to maintain an accurate, all-inclusive index; and,

WHEREAS, the District has an established Policy for assisting people who request public records and a practice of providing public records upon request in accordance with RCW 42.56;

NOW, THEREFORE, BE IT RESOLVED that based on the findings set forth above and pursuant to RCW 42.56.070, the Board of Trustees of the Whatcom County Rural Library District do hereby order and direct:

1. The Whatcom County Rural Library District is not required to maintain a current index of public records due to the above findings that the requirement is unduly burdensome, interferes with agency operations, and that such a list would be difficult, if not impossible, to maintain; and,
2. The Whatcom County Rural Library District shall make available for public inspection and/or copying all non-exempt public records, and any indexes of public records maintained by the District pursuant to RCW 42.56.



RESOLUTION NO. 09/17/24-11

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WHATCOM
COUNTY RURAL LIBRARY DISTRICT DECLARING PUBLIC DISCLOSURE
INDEXING AS UNDULY BURDENSOME AND INTERFERING WITH
AGENCY OPERATIONS AS REQUIRED BY RCW 42.56**

Approved by the Whatcom County Rural Library District Board of Trustees this 17th day of September, 2024.

Rodney Lofdahl, Chair



Board Meeting Agenda Item Cover Sheet

Meeting Date:	9/17/2024
Committee or Department:	Administration Department
Subject:	Overtime Pay/Compensatory Time Policy 12.43 Update
Prepared By:	Jackie Saul
Impact upon Budget?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Supporting Documents:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Recommendation or Request: Approval of update to Overtime Pay/Compensatory Time Policy 12.43 as presented.

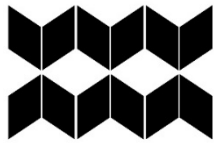
Suggested Motion for Consideration: Move approval of update to Overtime Pay/Compensatory Time Policy 12.43 as presented.

Summary: This update clarifies that the timeframe in which compensatory time must be used, as outlined in the policy, applies to non-exempt staff only. Guidelines regarding compensatory time for bargaining unit exempt and management employees are outlined in the bargaining agreement and Management Benefits and Leave policy.

Alternatives: As discussed.

Fiscal Impact: None resulting from changes to policy.

Comments: N/A



whatcom county
library system

OVERTIME PAY/COMPENSATORY TIME POLICY

POLICY NUMBER: 12.43

SCOPE

This policy applies to all WCLS employees.

Overtime and/or compensatory time will be earned only in extraordinary circumstances. Except in emergency situations, those circumstances should be defined and pre-approved by the appropriate department head.

The following provisions shall apply for non-exempt employees. Those who work more than 40 hours in a workweek will receive compensation not less than one and one-half times their regular rate of pay, to be taken as pay or as paid compensatory time. Employees shall ~~determine with their department head~~ inform their supervisor whether the overtime will be compensated with 1 ½ pay or 1 ½ time off before working overtime. Compensatory time off shall be used within the calendar month earned, or within two succeeding calendar months. Extensions may be granted with the Supervisor’s approval.

Guidelines regarding compensatory time for exempt, bargaining unit employees are outlined in the current bargaining agreement. Guidelines regarding compensatory time for management employees are outlined in Management Benefits and Leave Policy 12.20.

RELATED POLICIES: [Hours of Work Policy 12.12](#); [Management Benefits and Leave Policy 12.20](#); [Time and Attendance Records Policy 12.40](#).

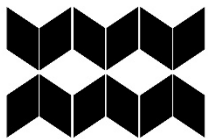
STATUTORY REFERENCE: Fair Labor Standards Act (FLSA); [RCW 49.12 INDUSTRIAL WELFARE](#).

APPROVALS AND UPDATES

Date	Action	Reviewer	Approved By	Approval Signature
April 1988	Approved.	-	Whatcom County Library System Board of Trustees	/s/
May 15, 2007	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Amory Peck
Jan. 21, 2009	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Janneth Hunter

Date	Action	Reviewer	Approved By	Approval Signature
Jan. 18, 2011	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Deb Lambert
July 5, 2016	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Marvin Waschke
<u>Sept. 17, 2024</u>	<u>Revised to distinguish between exempt and nonexempt employees.</u>	<u>Beth Andrews and Jackie Saul</u>	<u>Whatcom County Library System Board of Trustees</u>	

DRAFT



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Executive Director's Report

September 2024

COMMUNITY

This Fall, WCLS is offering a two-part series on gathering, recording and preserving your personal stories for your own personal history project. Our Deming and Everson libraries will host the events. If food events are more to your taste – try the Great Tamal Showdown at the Everson library – and find out who makes the best tamales in Whatcom County.

ACCESS

One of the ways we enhance people's access to technology is by offering Tech Help Hours. Stop by our libraries, or make an appointment for a focused 30-minute session.

RESOURCES

Ghost Hunting Kits are all the rage at libraries across the country – should WCLS be next? Clark County (Ohio) Public Library circulates a backpack filled with a “spirit box” that scans radio frequencies for ghostly voices, an electromagnetic field reader, and an electronic voice phenomena recorder. The popularity of YouTube shows like *Ghost Hunters*, *Ghost Files* and *Living for the Dead* feed demand for these items.

EQUITY, DIVERSITY AND INCLUSION

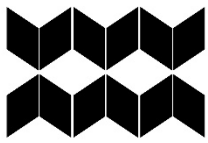
A recent Notification of Funding Opportunity for a Digital Equity grant prompted conversation among WCLS, BPL, the Port of Bellingham, Whatcom County Health Department and WSU's Rural Health Promotion program about ways to increase access to telemedicine in rural communities. The deadline may be too close to allow us to pursue funding at this time, but it has gotten us talking about potential partnerships for the future.

From Lisa Gresham: Cataloger Anna Kirby recently worked with Olivia Dunbar-Miller, digital librarian for Children of the Setting Sun Productions, to create [a record in our catalog that links to their Digital Heritage Library](#), a database that contains multiple forms of media documenting Indigenous knowledge. The rich subject headings ensure multiple access points for patrons who are keyword searching for Indigenous content.

STEWARDSHIP

We celebrated the 20th anniversary of the FBI's visit to the Deming Library at this year's Whatcom County Library Foundation (WCLF) fundraiser, Branch Out. That event, and WCLS's refusal to disclose our patrons' borrowing history, won us national recognition, and the prize money was used to establish WCLF. Over the past 20 years, WCLF has brought in more than \$1 million to benefit WCLS and has deposited more than \$400,000 in endowed funds held at Whatcom Community Foundation.

Christine Perkins, Executive Director



whatcom county
library system

Deputy Director Report

September 2024

ACCESS

Since 2020, there has been a significant change in how people use computers. The mass adoption of virtual meeting platforms such as Zoom, MS Teams, Google Meet and others has people across age categories signing in to meetings and working remotely from their computers more than ever, and the traditional public library computer lab is no longer meeting the needs of many users. This issue was recognized during a WCLS Facilities Retreat in 2022. While responding to facilities needs can be a slow and expensive process, WCLS has made some headway in improving access to online meeting technology in private spaces. Every WCLS location has a laptop able to be loaned for use at the library. This allows patrons to login to virtual meetings from smaller meeting rooms that lack built-in meeting room technology, from some appropriate nooks elsewhere in the library, or even from their vehicle. Owl meeting cameras are now available for use, supporting a smooth hybrid meeting experience. A meeting pod was placed within the Blaine Library, adding privacy without expensive construction costs.

Recently, with financial support from the Foothills Community Alliance and the Friends of the North Fork Library, architectural and engineering services were contracted to design, develop construction documents and provide cost estimates for the creation of a flexible, private meeting room space within the existing North Fork Library via the addition of an operable wall. Details of this project have been shared with community groups, and next steps focus on the fundraising necessary for this capital expense. The North Fork Library is one of four WCLS libraries without access to a reservable meeting room space.

Other efforts are underway to improve access to private spaces at WCLS. General cost estimates for a project at the Deming Library have been developed. One attempt at grant funding was denied, and we are looking for other possible funding sources. During the Birch Bay Library Express project's design, meeting space was prioritized over other services such as collection size. Updating our facilities to provide more private meeting spaces will take time, but already, momentum is building.

Michael Cox
Deputy Director

COMMUNITY

Children's Services Coordinator Theresa Morrison oversees an effort to make books and other WCLS resources available to children and families seeking medical attention. Time in a doctor's waiting room can be stressful for a child, and having books available to peruse can redirect attention and reduce anxiety. This month Theresa visited the brand-new Lummi Nation Health Center, a large and beautiful facility offering a full array of integrated care. Theresa dropped off a collection of attractive withdrawn books, *Explorations*, and "Welcome to WCLS" brochures for the waiting areas in the pediatric wing. She met with the doctor and site coordinator for the Reach Out and Read program which strives to create a literacy rich environment in the clinic. This outreach effort also provides resources at Unity Care in Ferndale and the Department of Social and Health Services at Cordata.

RESOURCES

I was honored to be selected as a presenter at the 39th Congress of the International Board on Books for Young People (IBBY) in Trieste, Italy. IBBY is a non-profit organization that represents an international network of people from all over the world who are committed to bringing books and children together. Founded in Zurich, Switzerland in 1953, today IBBY is composed of 84 National Sections from around the world, representing countries with well-developed book publishing and literacy programs, and countries with only a few dedicated professionals doing pioneer work in children's book publishing and promotion.

IBBY's mission is:

- to promote international understanding through children's books
- to give children everywhere the opportunity to have access to books with high literary and artistic standards
- to encourage the publication and distribution of quality children's books, especially in developing countries
- to provide support and training for those involved with children and children's literature
- to stimulate research and scholarly works in the field of children's literature
- to protect and uphold the Rights of the Child according to the UN Convention on the Rights of the Child

I spoke about Not If But When, an initiative I run in partnership with the Western Washington University Library and the University's Palliative Care Institute to encourage and support sharing good books and stories about death and loss with children and teens throughout their lives. The presentation was especially well-received, and I'm pleased to have the opportunity to share it with the WCLS Board of Trustees at this September Board Meeting.

Thom Barthelmess

Youth Services Manager

COMMUNITY/ACCESS/RESOURCES



Our latest Power of Sharing campaign theme is live. This season, it's all about the power of stories to transport us from our busy lives to a place of adventure, inspiration, romance or wonder.

Our external display, audio and video ads invite people to come to the library to “get away for free.” Our ads appear on bus boards and social media. The message is on our home page and at

the bottom of patron notification emails. Power of Sharing ads also appear on streaming audio and video in [English](#) and [Spanish](#). We deliver on the ads with a webpage (wcls.org/power) that connects people with reading recommendations and bookish events.

Our interactions with patrons are the most important campaign element. Branch staff have new lanyards that read: Ask Me What I'm Reading. We hope the invitation sparks great conversations and spreads library joy.

Want to travel? Fall in love? Solve a mystery? Save the world?! Find your next adventure at the library! Novels, memoirs, movies and more. Great getaways start here. That's the power of sharing.



The September-December edition of Explorations has been delivered to all county mailboxes. The library newsletter is also available at each branch and [online](#).



National Library Card Sign-Up Month activities are underway. In 2023, 701 people signed up for cards during the September celebration. We are encouraging registrations this year with exterior banners at each branch. We've also created new welcome brochures.

In support of Library Card Sign-Up Month, our new [Power of Sharing video](#) premiered Sept. 13 on YouTube and social media. Its call-to-action drives viewers to

our online registration form, wcls.org/getacard.



On social media, we are inviting people to sign up for a card (or to bring a friend or family member to sign up!). Thanks to the talented Ferndale team for creating two reels for the social media campaign. The first video was posted Sept. 14 and has reached nearly 4,000 people on Facebook and Instagram combined as of Sept. 12. Watch it: [Leveled up with a Library Card-final.mp4](#)

News Releases

- [Bookworms cultivate creative fundraising project for Blaine Library](#)

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

- Episode 50: Ferndale Friends of the Library member Clara Jacobson's 100th birthday

Book Reviews

- *The Northern Light*, Aug. 7, 2024, [Blaine book review: The Marriage Portrait](#)
- *Cascadia Daily News*, Aug. 13, 2024, [Best Book Club Reads for Summer 2024](#)
- *Cascadia Daily News*, Aug. 25, 2024, [Review: On Island Life: Among the Coast Dwellers](#) by Pat Carney
- Bellingham Alive, August 2024 (see clip below)

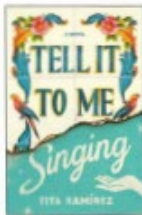
Book Reviews

WRITTEN BY MARY KINSER



"After Annie"
by Anna Quindlen
Random House

Annie Brown dies at dinnertime, struck down by an aneurysm as she's making the mashed potatoes. Her death is a shock; to those who love her, Annie is the heartbeat of life, and absent her steady sensibility, their lives are immediately upended. Husband Bill fumbles through his grief, incapable of parenting their four children, "a visitor in his own life." 13-year-old daughter Ali assumes responsibility for her younger brothers, determined to keep the family together but unsure how to do it. And best friend Annemarie spirals out of control, seemingly set on imploding the life that Annie helped her put back together years before. As the story moves through the first year after Annie's death, readers see these characters fall but also get back up again, guided by their sense of Annie all around. This emotionally resonant novel is sensitive and relatable, peopled by those moving through the pain of loss in ways both messy and true.



"Tell It to Me Singing"
by Tita Ramirez
Simon & Schuster

Life is not turning out the way Mónica Campo intended. Pregnant with her first child and newly engaged to a nice guy, Mónica can't stop thinking about her ex-boyfriend Manny, despite all the ways their relationship went wrong. But things get even more complicated when Mónica's mother develops a medical condition requiring emergency surgery. On the eve of the procedure, her mother drops a bombshell: Mónica's father isn't the man who raised her, but rather her mother's first husband Juan. Mónica is reeling from this news and soon embarks on a quest for answers. But is this shocking revelation true? Or has Mónica's mother confused real life with her favorite TV show? As truths are gradually revealed, the story moves from present-day Miami to Castro-era Cuba to the jungles of Costa Rica. Bursting with humor and heart, Tell It to Me Singing is as lively and full of twists and turns as the telenovelas that inspired it.

Literary Events

August 2, 2-3 p.m.

Valley Book Club

South Whatcom Library, 10 Barn View Dr., Bellingham
360.305.3603, wcls.libcal.com

This monthly book club has a twist: instead of everyone reading the same book, each member brings their favorite book or current read of the month and talks about it! Learning about other people's favorite reads is a great way to inspire you to pick up a new book. Also check out the monthly reading challenge!

August 11, 2 p.m.

Village Books Reads *Motherhood By the Book*

Village Books, 1200 11th St., Bellingham
360.671.2626, villagebooks.com

Read "Living High: An Unconventional Biography" by June Burn this month and join the monthly motherhood book group. Join other mothers in downtown Fairhaven to share connections and talk about all things motherhood. They read all sorts of different genres, so anyone can find community within the bookshelves of Village Books!

August 8, 5-6 p.m.

Pajama Storytime

Anacortes Public Library, 1220 10th St., Anacortes
360.293.1910, anacorteswa.gov

Throw on your comfy clothes; sweats and pajama pants are encouraged. Or if you're already in them, walk on down to the library for storytime! In the quiet and peaceful environment of the library, dive into a story and get lost among the words while surrounded by the community.

Media Coverage

- *My Bellingham NOW*, Aug. 6, 2024, [Voting Information](#)
- *The Northern Light*, Aug. 7, 2024, [Whatcom Grooves to bring live music to Blaine Public Library](#)
- *Lynden Tribune*, Aug. 14, 2024, [LYNDEN SCHOOLS: \\$157.5M bond defeated, 54% to 46% \(library ballot box featured\)](#)
- *Cascadia Daily News*, Aug. 17, 2024, [What It Takes to Preserve and Revitalize the Nooksack Language, Lhéchelesem](#) (features Nooksack Cultural Liaison Joshua Olsen)
- *The Northern Light*, Aug. 28, 2024, [Birch Bay Derby Day returns this weekend](#)
- *All Point Bulletin*, Aug. 30, 2024, [Letters to the Editor - September](#) (Whatcom Grooves)

Mary Vermillion

Community Relations Manager

Collection Size	Physical	Electronic	Total
	305,944	362,814	668,758

Circulation	Aug 2023	Aug 2024	YTD 2023	YTD 2024	YTD % chg
Physical Circulation					
Blaine	13,125	13,793	98,850	104,493	5.7%
Bookmobile & Outreach	4,871	4,782	37,025	36,026	-2.7%
Deming	7,734	6,978	62,586	60,108	-4.0%
Everson	9,910	9,587	74,432	71,477	-4.0%
Ferndale	34,204	31,947	258,356	258,208	-0.1%
Island	1,943	1,862	15,125	13,407	-11.4%
Lynden	39,048	38,830	308,574	295,223	-4.3%
North Fork	4,773	4,040	35,793	30,374	-15.1%
NWIC	7	18	83	76	-8.4%
Point Roberts + PRX	3,619	3,295	20,257	19,335	-4.6%
Sumas + SLX	2,569	2,940	15,658	19,753	26.2%
South Whatcom	8,535	9,048	62,629	61,898	-1.2%
NDX	3,117	3,227	25,104	26,362	5.0%
Physical Circulation Total	133,455	130,347	1,014,472	996,740	-1.7%
Disc materials: DVDs, CDs	28,494	27,349	218,869	210,728	-3.7%
All other materials	103,921	101,848	787,043	777,868	-1.2%
Digital Circulation					
eBooks/eAudiobooks	33,814	36,654	256,360	289,920	13.1%
eMagazines	1,738	3,266	13,465	37,252	176.7%
eMusic	11,423	8,975	95,768	81,075	-15.3%
Streaming Video	1,891	994	13,780	9,497	-31.1%
Digital Circulation Total	48,866	49,889	379,373	417,744	10.1%
Grand Total	182,321	180,236	1,393,845	1,414,484	1.5%

Visitors (Door counts)	Aug 2023	Aug 2024	YTD 2023	YTD 2024	YTD % chg	Aug 2019
Blaine	7,182	7,619	51,709	55,852	8.0%	8,857
Deming	3,296	2,714	19,156	22,351	16.7%	3,905
Everson	3,305	3,339	24,218	25,748	6.3%	5,668
Ferndale	17,692	14,522	98,534	103,602	5.1%	17,333
Island	1,630	2,409	8,200	11,962	45.9%	1,450
Lynden	9,765	11,444	81,745	91,642	12.1%	17,316
NDX	279	366	2,282	2,591	13.5%	
North Fork	2,469	2,324	12,536	14,910	18.9%	2,826
Point Roberts + PRX	2,418	2,453	12,063	13,406	11.1%	1,318
Sumas + SLX	1,634	1,652	8,133	10,116	24.4%	1,724
South Whatcom	4,297	4,076	17,056	25,595	50.1%	2,207
Total	53,967	52,918	335,632	377,775	12.6%	62,604

New Borrowers	Aug 2023	Aug 2024	YTD 2023	YTD 2024	YTD % chg
	754	682	5,161	5,314	3.0%

Interlibrary Loan	Aug 2023	Aug 2024	YTD 2023	YTD 2024	YTD % chg
Borrowed from BPL	11,201	11,877	91,359	94,236	3.1%
Lent to BPL	22,314	22,166	176,162	170,598	-3.2%
Borrowed: other libraries	632	580	4,451	5,136	15.4%
Lent: other libraries	667	658	3,864	4,886	26.4%

Electronic Resources	Aug 2023	Aug 2024	YTD 2023	YTD 2024	YTD % chg
WCLS.org Sessions	36,399	38,247	293,021	306,643	4.6%
Bibliocommons Sessions	68,555	106,125	445,073	812,564	82.6%
Internet Sessions	3,844	3,041	25,575	28,626	11.9%
Wifi Clients / Sessions	8,042	7,660	54,639	56,034	2.6%

Volunteers	Aug 2023	Aug 2024	YTD 2023	YTD 2024	YTD % chg
	1,371	1,263	6,858	7,356	7.3%

Activities	Aug 2023	Aug 2024	YTD 2023	YTD 2024	YTD % chg
Programs					
Adults	69	63	443	555	25.3%
Teens	0	37	152	163	7.2%
Children	40	42	606	708	16.8%
Total	109	142	1,201	1,426	18.7%
Attendance					
Adults	596	1,005	4,632	6,678	44.2%
Teens	0	31	6,308	5,466	-13.3%
Children	1,055	1,733	19,691	23,626	20.0%
Total	1,651	2,769	30,631	35,770	16.8%

Notes/Corrections:

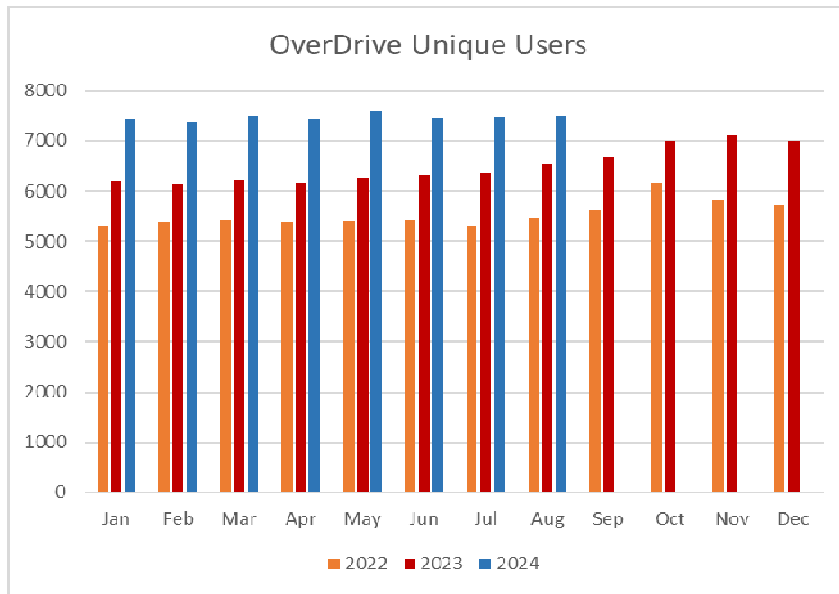
As of mid-September 2023, OverDrive changed the way it counts magazine circulations

Jan - Dec 2024 Kanopy stats now track titles played per state library guidance and are not comparable with Jan - Dec 2023, which tracks Kanopy Views

Aug - Sept 2024 eMagazine auto checkouts were not working and numbers for this time period are lower than usual

OVERDRIVE UNIQUE USERS

Unique users have maintained at a consistent level in 2024 at about 7,500 per month. Top two eMagazine checkouts were *New Scientist* (177) and *Us Weekly* (156). Top eBook checkouts were *Hillbilly Elegy* by J.D. Vance (54) and *The Women* by Kristin Hannah (48). Top eAudio checkouts were *Hillbilly Elegy* (57) and *Assistant to the Villain* by Hannah Nicole Maehrer (55). This last title is one of the 50 titles in the new Simultaneous Use (SU) license that WCLS just purchased for the consortium with the goal of providing interesting, no-wait content that may reduce demand on more costly titles.



DATABASE USAGE

(NOTE: Newsbank statistics are still not available so are once again estimated and will be corrected when access to statistics is restored.) Without the student use databases get during the school year, aggregated use is still low for August but we can highlight some of the adult learning that our databases supported this month. The new American Sign Language module in Mango Languages had 25 uses; other top languages were (Spanish (103), Japanese (75), French (55). Reader engagement with NovelList in our catalog has increased significantly over 2023 - 118% increase in reader views and 42% increase in reader clicks.

