



City Council Agenda Bill

20236

Bill Number

Subject: 2014 Interlocal Agreement Bellingham Public Library - Western Washington University Library Establishment and Maintenance of the WWU Connection

Summary Statement: Interlocal Agreement to address the establishment and maintenance of a BPL holds pickup location at WWU.

Previous Council Action: n/a

Fiscal Impact: n/a

Funding Source:

Attachments: Interlocal Agreement

Meeting Activity	Meeting Date	Staff Recommendation	Presented By	Time
Consent Agenda	09-Dec-2013	Vote to Approve	Pam Kiesner	0

Council Committee:

Agenda Bill Contact:

Pam Kiesner

Committee Actions:

Reviewed By	Initials	Date
Pam Kiesner	PKL	11/19/13

Council Action:

Legal Mayor	JE KL	11/21/13 12.3.13
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**INTERLOCAL AGREEMENT
BELLINGHAM PUBLIC LIBRARY –
WESTERN WASHINGTON UNIVERSITY LIBRARY
ESTABLISHMENT AND MAINTENANCE OF THE WWU CONNECTION**

This Interlocal Agreement is entered into by the **BELLINGHAM PUBLIC LIBRARY** ("BPL") and **WESTERN LIBRARIES (aka WESTERN WASHINGTON UNIVERSITY LIBRARY)**, ("WWU") pursuant to RCW 39.34 to address the establishment and maintenance of a BPL holds pickup location at WWU ("WWU Connection").

I. Purpose. BPL and WWU intend to increase access to public library materials for students, staff, and community members by providing a BPL holds pickup location at WWU called the WWU Connection.

II. Term. This Interlocal Agreement will be in effect for the period of January 1, 2014, through December 31, 2014, both dates inclusive. This will be considered an annual agreement to be reviewed and agreed upon at the end of each calendar year for the following year.

III. Responsibilities. BPL will be responsible for the installation and maintenance of a self-checkout workstation located at WWU. BPL will deliver public library holds to WWU on a weekly basis, and pick up any expired holds or returned public library items to bring back to BPL. BPL will provide signage and handouts regarding the WWU Connection. BPL will notify the public about any changes in service.

WWU will provide space within the Wilson Library for the WWU Connection self-checkout workstation and will provide a holds cart or holds shelving. WWU will provide electricity and data connections to operate the self-checkout workstation. WWU will allow public library patrons to use the staff telephone to call BPL with any questions. WWU will collect public library materials from its various book returns and drop boxes and place them in crates for BPL staff to pick up.

IV. Ownership. BPL will retain ownership of the self-checkout workstation, barcode scanner, and receipt printer, as well as any crates for transporting library materials and the library materials themselves. WWU will retain ownership of the telephone and holds cart or holds shelving.

V. Reimbursement Generally. It is agreed that neither BPL nor WWU will seek reimbursement for services rendered under this agreement.

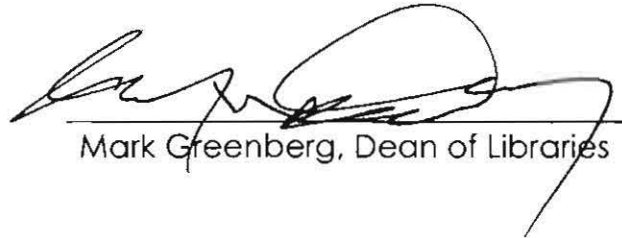
VI. Status of Employees. BPL or WWU employees providing services to the other Library remain employees of their respective Library for all purposes, including salary, benefits and worker's compensation.

VII. Termination. This Interlocal Agreement may be terminated by either party giving the other 60 days written notice of the intended termination.

VIII. Liaison. BPL's liaison for carrying out this Interlocal Agreement, and the person responsible for administering it will be its Library Director. WWU's liaison is its Dean of Libraries.

EXECUTED, this date, Oct. 15, 2013 for **WESTERN WASHINGTON UNIVERSITY LIBRARY**


Richard Van Den Hul, Vice President
for Business & Financial Affairs



Mark Greenberg, Dean of Libraries

Approval as to Legal Form:


Lisa Wochos Date
Assistant Attorney General

EXECUTED, this date, 11/21, 2013, for the **BELLINGHAM PUBLIC LIBRARY:**


Faye Hill, Chair, Board of Trustees


Pamela Kiesner, Library Director

Approval as to Form:

Office of the City Attorney

Kelli Linville, Mayor

Attest: _____
Brian Henshaw, Interim Finance Director

Date