
BOARD OF TRUSTEES:

John R. (Jack) Connelly, Jr., President
Wayne Williams, Vice President
Sara Irish, Trustee
Donna LaFrance, Trustee
John Hines, Trustee

MINUTES
March 15, 2017

CALL TO ORDER

The regular meeting was held at the Main Library located at 1102 Tacoma Avenue South (Board Room). President Jack Connelly called the meeting to order at 5:45 p.m.

ATTENDANCE

Library Board: President Jack Connelly; Vice President Wayne Williams; Donna LaFrance; and John Hines were present. Sara Irish was absent.

Library Staff: Library Director Susan Odencrantz; Business Manager Sue Calhoun; Human Resources Manager Kathleen Earl; Fern Hill and Mottet Branch Manager Susan Marihugh; Library Associate JoLyn Reisdorf; Main Manager Beverly Choltco-Devlin; Confidential Assistant Karen Meyer; Main Supervisor Shannon Rich; Moore Branch Manager Melissa Fitzgerald; and IT Manager Christine Bassett were present.

City of Tacoma: HR Director Joy St. Germain; and Training and Development Manager Cathy Journey were present.

Teamsters Local Union 117: Business Representative Julie Yust was present.

Public: Don Lackey; Jennine Trachier; and Hayes Alexander, III were present.

PLEDGE OF ALLEGIANCE – President Jack Connelly

APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the February 15, 2017 Regular Board Meeting. **Motion carried.**

CONSENT ITEMS

RESOLVED, That the Board approves Consent Item #1, as presented.

1. Financial Reports for February 2017

The motion was moved, seconded, and passed.

RESOLVED, That the Board approves Consent Items #2 and #3, as presented.

2. HR Reports for February 2017
3. Circulation Summaries for January and February 2017

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 17013: Payment of Bills Per Vouchers – Authorization

RESOLVED, That the Board authorizes the payment of bills per vouchers as presented, and further, that the Board approves and ratifies the checks issued by the City of Tacoma for Tacoma Public Library claims, as summarized and documented in materials submitted to the Board.

The motion was moved, seconded, and passed.

RESOLUTION 17014: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the January 2017 payments for the City of Tacoma services provided to the Tacoma Public Library as presented in Attachment B.

The motion was moved, seconded, and passed.

PUBLIC COMMENTS (None)

PRESENTATIONS

Non-Resident Card Fee – Business Manager Sue Calhoun

UNFINISHED BUSINESS

RESOLUTION 16067: Request acceptance of the revision of the Library Director Classification Specification #90420 as presented.

RESOLVED, That the Board accepts the revision of the Library Director Classification Specification #90420 as presented. [Previously tabled at the November 16, 2016 Board meeting.]

Tabled until April meeting

NEW BUSINESS

RESOLUTION 17015: Approval of the non-resident library card fee for the 2017-18 biennium. The new fee will be \$65 and will begin April 1, 2017. (Please find supporting documentation behind this resolution which is based on Tacoma Public Library Administrative Policy # 10.13 which uses the Library's annual budget and the population of Tacoma.)

RESOLVED, That the Board approves the non-resident library card fee of \$65 for the 2017-18 biennium.

Tabled until April meeting.

RESOLUTION 17016: Amend Resolution 16058 relating to Personnel Rules adopted at the September 2016 Board Meeting. The Policy for Personnel Rules was inadvertently stated as being #40. It is actually #41. The only change to the resolution is the number; all words were correct.

RESOLVED, That the Board amends Resolution 16058 to correct the policy number for Personnel Rules to 41 to correct the error.

The motion was moved, seconded, and passed.

DIRECTOR'S REPORT

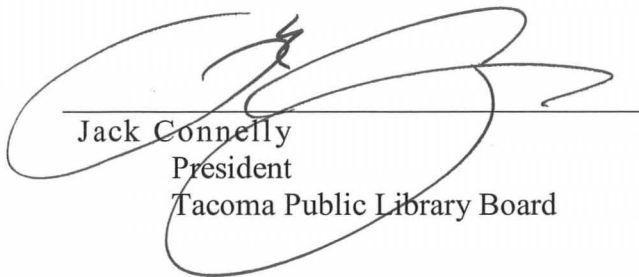
Director Odencrantz stated that Business Manager Sue Calhoun has asked the Budget Office for re-apportionment for outstanding money from last year's budget. The outstanding amount was due to items arriving later than expected.

TRUSTEES' REPORT

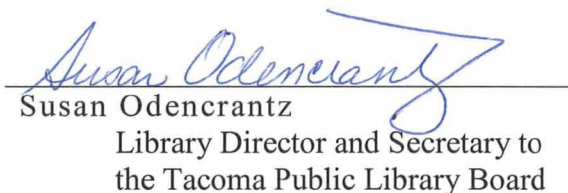
Trustee Hines would like regularly scheduled tours of branches.
Trustee LaFrance supported the suggestion from Trustee Hines and further suggested a plan to introduce all of the Library Managers to the Board.

ADJOURNMENT

The meeting adjourned at 7:09 p.m. The next Board Meeting will be held April 19, 2017 at 5:30 p.m. at Main in the Board Room.



Jack Connelly
President
Tacoma Public Library Board



Susan Odencrantz
Library Director and Secretary to
the Tacoma Public Library Board