

tacoma public library

Start here. Go anywhere.

BOARD OF TRUSTEES:

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

MINUTES
January 18, 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 5:35 p.m.

ATTENDANCE

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

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; Teen Librarian Sara Holloway; Moore Branch Manager; and Confidential Assistant Karen Meyer were present.

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

PLEDGE OF ALLEGIANCE – Trustee Donna LaFrance

APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the December 21, 2016 Regular Board Meeting. **Motion carried.**

CONSENT ITEMS

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

1. Financial Reports for December 2016

The motion was moved, seconded, and passed.

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

2. HR Reports for December 2016
3. Circulation Summaries for December 2016

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 17000: 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 17001: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the December 2016 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)

PRESENTATION (Main Library parking lot)

Video from Kiro TV news was shown: <http://www.kiro7.com/news/local/building-project-that-could-bring-changes-to-tacoma-neighborhood/480975113>

NEW BUSINESS

RESOLUTION 17002: Request that the Board approves the one day closure of Mottet and South Tacoma branches for the annual Summer Reading Club Zoo Party on Saturday, August 5, 2017.

RESOLVED, That the Board approves the one day closure of Mottet and South Tacoma branches for the Zoo Party on August 5, 2017. The staff at Mottet and South Tacoma will be re-assigned to provide coverage at the Mayor's Award Celebration for the Summer Reading Club at the Point Defiance Zoo and Aquarium and to other branches as needed.

The motion was moved, seconded, and passed.

RESOLUTION 17004: Strategic Planning Meeting – Approval

RESOLVED, That the strategic planning meeting will be from 9-noon in the Board Room at Main on Saturday, February 4, 2017.

The motion was moved, seconded, and passed.

RESOLUTION 17005: Authorization to Declare Items for Surplus – Approval

RESOLVED, That the Board declares as surplus to the needs of the Tacoma Public Library, as presented.

The motion was moved, seconded, and passed.

RESOLUTION 17006: Authorization to Consign Items for Sale or Recycling - Approval

RESOLVED, That the Board authorizes the Library Director, or her designee, to consign the presented items to be auctioned or recycled at the earliest possible date.

The motion was moved, seconded, and passed.

RESOLUTION 17003: Request that the Board accepts the donation of \$250 from Jonathan Kell and Christel Bitz.

RESOLVED, That the Board accepts the donation of \$250 from Jonathan Kell and Christel Bitz.

The motion was moved, seconded, and passed.

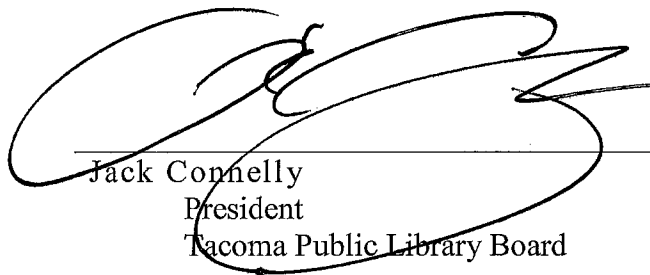
DIRECTOR'S REPORT

- 2015-2016 Budget – Summary of close-out procedures including a request for re-appropriations.
- City Hall – Resignation of City Manager Broadnax. His last day will be January 24, 2017.
- City Council – Sets annual priorities at a meeting on January 27, 2017.
- Tacoma Public Schools – Continue discussions on Pathway Cards and the McCarver Project.
- Library Program – *Grow a Reader (Early Childhood Literacy)*. Teen Librarian Sara Holloway gave a description of the program that ran throughout November 2016. Trustee Irish suggested advertising library programs at the Early Childhood Literacy Coalition.
- Trustee Retreat – City of Tacoma Training and Development Manager Cathy Journey will assist the Board at the retreat. The retreat will focus on strategic planning and the process of recruitment of a library director as well as the request for a deputy/assistant library director.
- Trustee LaFrance – Stated the importance of continuing advocacy for support of the library program as well as expanded publicity and promotion.

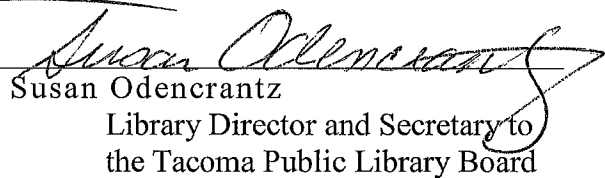
TRUSTEES' REPORT (None)

ADJOURNMENT

The meeting adjourned at 6:53 p.m. The next Board Meeting will be held February 15, 2017 at 5:30 p.m. at Main in the Olympic Room.



Jack Connelly
President
Tacoma Public Library Board



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