
BOARD OF TRUSTEES:

Wayne Williams, President
Sara Irish, Vice President
Donna LaFrance, Trustee
John Hines, Trustee
Toni Craig, Trustee

MINUTES
July 17, 2019

CALL TO ORDER

The regular meeting was held at the Fern Hill Branch located at 764 S. 84th. President Wayne Williams called the meeting to order at 5:35 p.m.

ATTENDANCE

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

Library Staff: Library Director Kate Larsen; Assistant Library Director Amita Lonial; IT Manager Zac Matthews; Facilities Manager Phil Torgerson; Public Information Officer Mariesa Bus; Main Manager Beverly Choltco-Devlin; Librarian Michelle Massero; Librarian Cathy Oden; Librarian Rhonda Kristoff; Library Assistant JoLyn Reisdorf; and Confidential Assistant Karen Meyer were present.

City of Tacoma Staff: Labor Negotiator Jude Kelley was present.

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

PLEDGE OF ALLEGIANCE – President Williams

APPROVAL OF MINUTES

RESOLVED, That the Board approves the Minutes of the June 19, 2019 Board Meeting.
The motion was moved, seconded, and passed.

CONSENT ITEMS

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

1. Financial Reports for June 2019

The motion was moved, seconded, and passed.

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

2. HR Report for June 2019
3. Circulation Summaries for June 2019

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 19035: 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 19036: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the April 2019 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

STAFF RECOGNITION Employees with an anniversary date in July were recognized.

MISSION MOMENT – Assistant Library Director Lonial regarding Shantell Duncan

PROGRAM MOMENT – Assistant Library Director Lonial regarding Summer Reading Club

NEW BUSINESS

RESOLUTION 19037: Request that the Board authorizes opening Main Branch at 11 a.m. on Thursday, August 15 for a branch staff meeting.

RESOLVED, That the Board authorizes Main to open at 11 a.m. on Thursday, August 15.

The motion was moved, seconded, and passed.

RESOLUTION 19038: Request that the Board approves the Collective Bargaining Agreement for Teamsters Local Union No. 117 beginning January 1, 2019 through December 31, 2021.

RESOLVED, That the Board approves the Collective Bargaining Agreement for Teamsters Local Union No. 117 as ratified by the Union.

The motion was moved, seconded, and passed.

RESOLUTION 19040: Request that the Board approves Policy 24.0 Gifts and Donations as presented.

RESOLVED, That the Board approves Policy 24.0 Gifts and Donations as presented.

The motion was moved, seconded, and passed.

RESOLUTION 19041: Request that the Board approves Policy 23.03 Disposal of Surplus Property as revised. (This replaces “Procedure for Disposal of Surplus Property” Policy 23.03 adopted April 1981.)

RESOLVED, That the Board approves Policy 23.03 Disposal of Surplus Property as revised.

The motion was moved, seconded, and passed.

RESOLUTION 19042: Request that the Board approves hiring Harvey M. Rose Associates, LLC as the Library’s strategic planning consultant at a price not to exceed \$74,961.

RESOLVED, That the Board approves hiring Harvey M. Rose Associates, LLC as the Library’s strategic planning consultant at a price not to exceed \$74,961.

The motion was moved, seconded, and passed.

RESOLUTION 19043: Authorization to declare items for surplus and to consign items for sale or recycling. – Approval

Resolved, That the Board declares the items in the attached list as surplus to the needs of the Tacoma Public Library and 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 19039: Request that the Board accepts the donation of \$50 from Madonna B. Hanna.

RESOLVED, That the Board accepts the donation of \$50 from Madonna B. Hanna.

The motion was moved, seconded, and passed.

DISCUSSION

From Urban Libraries Council “Leadership Brief: Leadership Roles for Library Trustees”

- Library Trustee as Visionary

DIRECTOR'S REPORT

Tacoma Reads title *There There* is circulating quite well; community interest is high.

Kate talked about the Points of Assistance partnership with the Pierce County Auditor's office, wherein the branches will all have a trained library staff member who will help voters reprint their ballot or even register to vote, and then vote from the libraries on Election Day. She showcased the large library ad in the voters' guide as well as the Points of Assistance information also in it.

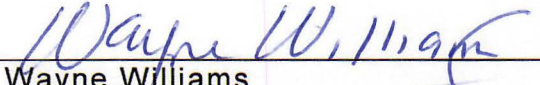
The Library's first Summer Reading Block Party Celebration is Saturday, August 10, 2019.

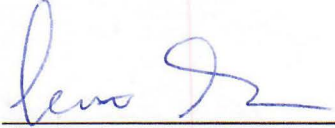
TRUSTEES' REPORT

Vice President Irish suggested that the Library become a Work Source Connection site.

ADJOURNMENT

The meeting adjourned at 6:53 p.m. The next Study Session will be August 7, 2019 at 5:30 pm at Main – Board Room. The next Board Meeting will be held August 21, 2019 at 5:30 pm at Swasey.


Wayne Williams
President
Tacoma Public Library Board

 8/23/19
Kate Larsen
Library Director and Secretary to the
Tacoma Public Library Board