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BOARD OF TRUSTEES:

John R. (Jack) Connelly, Jr., President  
Wayne Williams, Vice President  
Sara Irish, Trustee  
John Wallace, Trustee  
Vacant, Trustee

MINUTES  
September 16, 2015

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## CALL TO ORDER

The meeting was held at the South Tacoma Library located at 3411 S. 56<sup>th</sup> Street. President Jack Connelly called the September 16, 2015 Regular Board Meeting to order at 5:39 p.m.

## ATTENDANCE

Library Board: President John R. (Jack) Connelly, Jr.; Vice President Wayne Williams; Trustee John Wallace; and Trustee Sara Irish were present.

Library Staff: Library Director Susan Odencrantz; Human Resources Manager Kathleen Earl; Business Manager Sue Calhoun; IT Manager Christine Bassett; CRO David Domkoski; Fern Hill/Mottet Branch Manager Lisa Bitney; South Tacoma/Swasey Branch Manager Susan Marihugh; Wheelock Branch Manager Cheryl Towne; Teen Librarian Sara Holloway; Senior Library Associate Margaret Salazar; and Confidential Assistant Karen Meyer were present.

Public: Jennine Trachier, George Trachier, Don Lackey, and Joseph Tieger were present.

**PLEDGE OF ALLEGIANCE** Trustee John Wallace

## APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the August 19, 2015 Board Meeting. **Motion carried.**

## CONSENT ITEMS

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

1. Financial Reports for August 2015

**The motion was moved, seconded, and passed.**

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

2. HR Reports for August 2015
3. Circulation Summaries for August 2015

**The motion was moved, seconded, and passed.**

## **PAYMENT OF BILLS**

### **RESOLUTION 15059: 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 15060: Ratify Recurring Monthly Expenditures – Approval**

*RESOLVED*, That the Board approves and ratifies the August 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**

**RFID Project Update** by IT Manager Christine Bassett

**Pathway Card Update** by IT Manager Christine Bassett

**Summer Reading Club and Atomic Comicon** by Senior Library Associate Margaret Salazar and Teen Librarian Sara Holloway

## **NEW BUSINESS**

### **RESOLUTION 15061: Request Approval of the 2016 Holiday Schedule for Tacoma Public Library Employees.**

*RESOLVED*, That the Board of Trustees of the Tacoma Public Library does hereby approve the 2016 Holiday Schedule as presented.

**The motion was moved, seconded, and passed.**

### **RESOLUTION 15062– Approval to Accept the Donation of \$150 from Chuck and Kim Wollner in memory of Anne Seago.**

*RESOLVED*, That the Board accepts the \$150 donation from Chuck and Kim Wollner.

**The motion was moved, seconded, and passed.**

## DIRECTOR'S REPORT

The Director updated information on:

1. Website: We are at the stage of writing content for the new website.
2. Partnerships with Tacoma Public Schools: In the school year 2015-16, the Pathway Card program will be implemented for students in pre-kindergarten through 12th grade.
3. McCarver Project: There have been many meetings with the Hilltop Library Committee. Amanda Scott-Thomas with the Tacoma Public School's Community Partnerships Office has received a proposal to extend library hours at McCarver Elementary School by working with Tacoma Public Library. This proposal will be going through a lengthy process of review to determine if there is an interest on behalf of Tacoma Public Schools. If there is an interest, the proposal will go to the Tacoma Public Library Board and to the City of Tacoma City Council for further review and for funding. If there is approval and funding, this project would go forward when McCarver's renovation is completed at the end of 2016 or beginning of 2017.
4. Charter School Destiny (Green Dot) will be drafting a proposed MOU to enable its students to participate in the Pathway program.
5. The Library will be meeting with Bates Technical College's Director of Facilities and Operations Marty Mattes to discuss the possibility of developing the parking lot of the Main Library for its new Administrative Center.
6. The AMOCAT Award will be presented to the Library by the City of Tacoma on Thursday, October 1 from 6 pm to 9 pm at the Tacoma Armory.
7. The Library is working on the mid-biennium adjustment to the City's 2015-2016 budget.
8. Seattle Public Library is sponsoring a regional meeting of Trustees at King County Library System's Renton Branch on Saturday, October 24th from 9 am to 1:30 pm.
9. Timberland Regional Library has proposed a reciprocal agreement with Tacoma Public Library. We will be working with them on a proposed MOU to come before the Board.
10. Tacoma Public Library has completed the Presidential initiative for public libraries in providing library services to students (ConnectEd).

## **TRUSTEES' REPORT**

President Connelly and Vice President Williams suggested that the Library calculate the savings made by using Library staff to tag the collection with RFID tags and use that to negotiate for additional funds in Stage 2 of the RFID project.

## **ADJOURNMENT**

The meeting adjourned at 7:08 p.m. The next Board Meeting will be held October 21, 2015 at 5:30 p.m. at Moore.

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Jack Connelly  
President  
Tacoma Public Library Board

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