

Minutes

January 18, 2023

BOARD OF TRUSTEES: Sara Irish, President; Andrea Cobb, Vice President; Donna LaFrance, Trustee; Theresa Pan Hosley, Trustee; J. Manny Santiago, Trustee

MEETING LOCATION:

Tacoma Public Library Moore Branch (215 S 56th St, Tacoma, WA 98408)

ATTENDANCE

Board of Trustees: Sara Irish, President; Andrea Cobb, Vice President; Donna LaFrance, Trustee; J. Manny Santiago, Trustee.

Excused: Theresa Pan Hosley

Tacoma Public Library Director & Assistant Director: Kate Larsen, Director, and Amita Lonial; Assistant Director

City of Tacoma Staff: Shelby Fritz, City of Tacoma Human Resources Manager, and Jude Kelley, Labor Negotiator

Tacoma Public Library Staff: Zac Matthews, Sam Benscoter, Rodney Croston, JoLyn Reisdorf, Mariesa Bus, Gabby Fuentes, Eli Boyd, Latasha Ware, Elizabeth Covington, Roy Probst, Kolbe Lee, and Gabi Barragan

Main Library Tenant: Stephanie Gowing & Hayes Alexander III, Tacoma Tool Library Board Members

CALL TO ORDER – 5:32 PM

LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

RESOLUTION 23001

1. Minutes of the December 14, 2022, Board Regular Meeting
2. Minutes of the December 28, 2022, Special Meeting
3. Financial Report for December 2022
4. HR Report for December 2022
5. Library Services Report for December 2022

PAYMENT OF BILLS

RESOLUTION 23002: Payment of Bills Per Vouchers – Authorization

The Board authorizes the payment of bills per voucher as presented, and further, the Board approves and ratifies the checks issued in December 2022 by the City of Tacoma for Tacoma Public Library claims as summarized and documented in materials submitted to the Board.

RESOLUTION 23003: Ratify Recurring Monthly Expenditures – Approval
The Board approves and ratifies the December 2022 payments for the City of Tacoma services provided to Tacoma Public Library, as presented.

PUBLIC COMMENTS

No Public Comments

STAFF RECOGNITION

The Board of Trustees recognized TPL staff with anniversaries in the month of January 2023

DISCUSSION ITEMS

Tacoma Tool Library – Stephanie Gowing, Tacoma Tool Library Board Member

Tacoma Tool Library is the first non-profit second-floor tenant at Main Library. Since the tool library relocated to the TPL Main Location, they have seen an increase in memberships and have increased their tool inventory. The tool library shared how their mission and the TPL mission align and shared examples of program collaboration between the two organizations.

NEW BUSINESS

RESOLUTION 23004: Request the board adopt the 2023-2025 Collective Bargaining Agreement by and between Tacoma Public Library and the Washington State Council of County and City Employees (AFSCME Local 120) as presented.

Motioned, Seconded, Adopted

RESOLUTION 23005: Request the board approve the Letter of Agreement by and between Tacoma Public Library and the Washington State Council of County and City Employees (AFSCME Local 120) for the Library IT Intern Classification as presented.

Motioned, Seconded, Approved

RESOLUTION 23006: Request the board amend the Classification Plan to include the Library IT Intern Classification as presented.

Motioned, Seconded, Amendment Approved

RESOLUTION 23007: Request the board approve the service agreement with Tacoma Tool Library as presented.

Motioned, Seconded, Approved

RESOLUTION 23008: Request the board accept a generous donation from Edward Goldstein in the amount of \$100.00

Motioned, Seconded, Accepted

RESOLUTION 23009: Request the board adopt a new policy, Audio and Visual Recording on Library Premises, as presented.

Motioned, Seconded, Adopted

DIRECTOR'S REPORT

- Reminded the board of the joint City Council/ Board of Trustees study session is arranged for Tuesday, January 31st.
- Andrea Cobb, VP of the Board of Trustees, and Kate Larsen, TPL Director are working to plan a board of Trustees retreat scheduled for April 29th, 9 AM – 3 PM
- Themes/Priorities/Goals for the Day:
 - Team and culture building;
 - Exploration of Board and Director roles and how the Board shows up in relation to those roles;
 - Review of TPL's strategic priorities;
 - Understanding the next steps related to the feasibility study and the path to the ballot;
 - Planning 2023's study sessions.
- Main Library Update
 - In the process of filling for permits
 - Still on track for demolition/construction to begin in August 2023
 - Staff met with the architect group, BuildingWork, to offer thoughts on fixtures, furniture, equipment, and color palettes
 - A stairwell rebuild in consideration
 - Public Outreach for input will begin in February or March
- Reviewing options for new exterior signage at the South Tacoma Library Location.

TRUSTEES REPORTS

Sara Irish, President – Attended a great meeting with Mayor Woodards, Director Larsen, and Vice-President, Andrea Cobb. Would like for us to think about how we can better communicate with elected stakeholders on the full scope of library impact and value, activities in the branches, and resources available to the community.

Andrea Cobb, Vice-President – Attended a great meeting with Director Larsen and Council Member Daniels about the feasibility study. Feels like we have a lot of support from the council regarding a potential bond. We need to approach this with a 'this will happen' attitude and understand that how we communicate our financial needs will be very important.

Donna LaFrance, Trustee – met for a regular 1:1 with Kate last week, discussed to follow up Trustee LaFrance's DSHS resource recommendations. Is continuing to reflect on the impact the pandemic has had and continues to have in how we can serve our community; expressed continued gratitude for staff.

J. Manny Santiago – Had meeting scheduled with Council Member Blocker and Director Larsen earlier in the day, however, Council Member Blocker did not attend. (Library staff will attempt to reschedule.)

EXECUTIVE SESSION 7:20 PM – 8:25 PM: Evaluation of a Public Employee

ADJOURNMENT – 8:27 PM

The next regular Board Meeting is Wednesday, February 15, 2023, at 5:30 p.m. at the South Tacoma Library, 3411 South 56th Street, Tacoma, WA 98409.

Sara Irish

Sara Irish (May 23, 2023 16:14 PDT)

Sara Irish
President
Tacoma Public Library Board

kate larsen

kate larsen (May 23, 2023 16:09 PDT)

Kate Larsen
Library Director and Secretary to the
Tacoma Public Library Board