

Minutes

February 17, 2021

BOARD OF TRUSTEES: Wayne Williams, President; Sara Irish, Vice President; Donna LaFrance, Trustee; Toni Craig, Trustee; Joseph Colón, Trustee

ATTENDANCE

Board of Trustees: Wayne Williams, President; Sara Irish, Vice President; Donna LaFrance; Trustee; Joseph Colón, Trustee

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

Tacoma Public Library Staff: Sam Bencoter, Phillip Torgerson, Angelo Defazio, Cheryl Towne, JoLyn Reisdorf, Latasha Ware, Mariesa Bus, Rodney Croston, Susan Marihugh, and Zac Matthews

Two members of the public attended the virtual February 17, 2021 Board Meeting.

CALL TO ORDER

The regular meeting was held as a virtual zoom meeting. President Wayne Williams called the meeting to order at 5:32 p.m.

PLEDGE OF ALLEGIANCE

At approximately 5:33 p.m., President Wayne Williams invited fellow board members and meeting participants to join him in reciting the Pledge of Allegiance.

LAND ACKNOWLEDGEMENT

COMMON HISTORY ACKNOWLEDGEMENT

At approximately 5:35 p.m., President Wayne Williams acknowledged that the Tacoma Public Library Facilities are located on the stolen lands of the Puyallup Tribe and the common history of trauma shared by those born of the African diaspora.

CONSENT ITEMS

RESOLUTION 21008

1. Minutes of the January 20, 2021 Board Meeting – Approval
2. Financial Report for January 2021 – Approval
3. HR Report for January 2021 – Approval
4. Library Services Report for January 2021 – Approval

Resolved, the board approved Consent Items 1- 4, as presented. **The motion was moved, seconded, and passed.**

PAYMENT OF BILLS

RESOLUTION 21009: 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 21010: Ratify Recurring Monthly Expenditures – Approval

Resolved, That the Board approves and ratifies the December 2020 payments for the City of Tacoma services provided to the Tacoma Public Library as presented.

The motion was moved, seconded, and passed

PUBLIC COMMENTS

Due to the limitations of online meetings, public comment was accepted via written format only. Comments are requested to be submitted to info@tacomalibrary.org from 4-5 p.m. on the night of the meeting. No comments were received for the meeting of February 17, 2021.

STAFF RECOGNITION

The Board recognized employees with an anniversary date in February 2021.

DISCUSSION ITEMS

1. Overview of 2020 Hotspot Circulation & community partnerships
Jamie Gilmore, Outreach Librarian and Amita Lonial, Assistant Director
2. Tacoma Reads 2020 Program Overview
Mariesa Bus, Public Information Officer

NEW BUSINESS

RESOLUTION 21011: Request that the Board accepts a \$500 donation from Steve, Wendi, Lauren, Katie & Aaron Cook

RESOLVED, That the Board accepts the donation of \$500 from Steve, Wendi, Lauren, Katie & Aaron Cook

The motion was moved, seconded, and passed

RESOLUTION 21012: Request that the Board accepts a \$150 donation from Kathleen Niles.

RESOLVED, That the Board accepts the donation of \$150 from Kathleen Niles.

The motion was moved, seconded, and passed

RESOLUTION 21013: Request that the Board rescind Policy #10.21 *Staff Identification*, as the revised version of Policy #40.03 *Dress and Groom Policy*, includes language that addresses staff identification.

RESOLVED, That the Board rescinds Policy #10.21 *Staff Identification*
The motion was moved, seconded, and passed

DIRECTOR'S REPORT

2021 Budget Closure Dates:

Week one: February 21-28

- Communications currently being dispersed through as many channels as possible, to properly notify the public of the service closure
- No services will be available, including the website

New Regional Org Structure

- TPL transitioned to a new regional branch management model effective January 4, 2021

2021 Re-opening!

- Staff preparing to re-open within the month of March
 - Swasey and Fern Hill are the pilot branches to re-open first
 - Remainder of branches to re-open in a phased in approach
 - Pandemic conditions in our region must permit re-opening
 - TPL to curbside service at every location

Main Branch Renovation Project

- BOE Architects was selected for the pre-design work
- Hope to formalize the Scope of Work by week's end
- Work is likely to take 90-120 days

South Tacoma Property Update

- Library Director collaborating with Fire Station 7 regarding shared property and houseless population sleeping on the property near Fire Station entrance

March 6, 2021 – TPL Board Study Session Agenda

- Open Public Meetings Act (OPMA) Review – Latasha Ware, Executive Assistant & Policy Analyst
- Bloomberg-Harvard Data Track Project – Jussara Negromonte, Delivery Associates

- Strategic Roles Exercise – TPL Board
- Review of the Year Ahead – Kate Larsen, Library Director

TPL Foundation Update

- Director Larsen announced the return of the Tacoma Public Library Foundation and shared the names and background of the members of the Board of Directors.

TRUSTEES REPORT

- **Joseph Colón, Trustee:** N/A
- **Sara Irish, Vice President:**
 - Expressed thanks to staff for continued high-level work output despite budget cuts
- **Donna LaFrance, Trustee:** N/A
- **Wayne Williams, President:** N/A

ADJOURNMENT

The meeting adjourned at 6:58 p.m.

The motion was moved, seconded, and passed

The next Board Meeting will be March 17, 2020 at 5:30 p.m.

wayne williams

[wayne williams \(Apr 12, 2021 14:50 PDT\)](#)

Wayne Williams

President

Tacoma Public Library Board

kate larsen

[kate larsen \(Apr 12, 2021 15:09 PDT\)](#)

Kate Larsen

Library Director and Secretary to the

Tacoma Public Library Board