



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Melanie Harding, Chief Policy Analyst to the Mayor, City Manager's Office  
**COPY:** City Council and City Clerk  
**SUBJECT:** Resolution - Confirming a 3-month term extension of the President of the Library Board of Trustees  
**DATE:** July 21, 2021

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**SUMMARY AND PURPOSE:**

Confirming the term extension of Library Board Trustee Wayne Williams for a period not to exceed three months.

**COUNCIL SPONSORS:**

Mayor Victoria Woodards, Council Member Hines, and Council Member Hunter

**BACKGROUND:**

The Recommendation is based on Tacoma Public Library's (TPL) need to on-board and orient a new trustee, transition a new Board President, and seamlessly conclude year-end processes without significant interruptions to the current order of business by extending Wayne Williams's appointment to the Library Board of Trustees for a period not to exceed three months. The extension would change Mr. Williams's term end date from September 27, 2021 to December 27, 2021.

Currently, Trustee terms are tied to when the precedent exited the role, and so can be scheduled to conclude in any month of the year. Due to its placement on the calendar, a term ending in September significantly disrupts multiple organizational processes. Extending President Williams's term just three months will ensure proper role transitions, on-boarding, and conclusion of year-end processes.

**COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**

Tacoma Public Library's service population and its staff ultimately benefit from an organized and efficient Board of Trustees.

**2025 STRATEGIC PRIORITIES:**

**Equity and Accessibility:**

Tacoma Public Library's service population and its staff ultimately benefit from an organized and efficient Board of Trustees. TPL's strategic priorities can remain foremost when organizational processes are running smoothly.

**Civic Engagement:** *Equity Index Score:* High Opportunity

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**Livability:** *Equity Index Score:* Very High Opportunity

Increase positive public perception of safety and overall quality of life.

**Explain how your legislation will affect the selected indicator(s).**

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Trustees. TPL’s strategic priorities can remain foremost when organizational processes are running smoothly.

**ALTERNATIVES:**

Presumably, your recommendation is not the only potential course of action; please discuss other alternatives or actions that City Council or staff could take. Please use table below.

Alternative(s)	Positive Impact(s)	Negative Impact(s)
Do not extend Wayne Williams term and move forward with appointing a new trustee.	The Library Board will continue its work with a new appointee.	The newest appointee and the incoming President may not receive the on-boarding they need to be successful in their roles and this will slow the progress of the Library in realizing its strategic priorities; year-end processes will be disrupted.

**EVALUATION AND FOLLOW UP:**

Performance measures that will be used to evaluate the success of the proposed legislation include:

1. No changes to the rate and quality of production of updated Library policies
2. No disruption to year-end processes
3. Smooth leadership transition and new Trustee on-boarding

The Library Director provides scheduled reports to the Community, Vitality, and Safety Council Committee; Committee of the Whole; and/or at Council Study Sessions.

**STAFF/SPONSOR RECOMMENDATION:**

It is recommended that the Council approve an extension to Wayne Williams’s term for a period not to exceed three months, from September 2021 to December 31, 2021.

**FISCAL IMPACT:**

There is no fiscal impact to adopting the proposed legislation.