
BOARD OF TRUSTEES:

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

MINUTES
January 21, 2015

CALL TO ORDER

President Lillian Hunter called the January 21, 2014 Regular Board Meeting to order at 5:35 p.m. The meeting was held at the Main Library located at 1102 Tacoma Ave. S., Tacoma.

ATTENDANCE

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

Library Staff: Library Director Susan Odenchantz; Business Manager Sue Calhoun; Library Assistant JoLyn Reisdorf; South Tacoma and Swasey Branch Manager Susan Marihugh; Main Manager Beverly Choltco-Devlin; Wheelock Branch Manager Cheryl Towne; Moore Branch Manager Melissa Fitzgerald; Main Supervisor Shannon Rich; Acting Library Assistant Nicki Krotz; Senior Page Ron Fowler; and Confidential Assistant Karen Meyer were present.

City: Management Analyst II - Council Assistant, Anita Gallagher; and Training and Development Manager Cathy Journey were present.

Public: Don Lacky and Isaac Wallace were present.

PLEDGE OF ALLEGIANCE Trustee John Wallace.

APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the December 17, 2014 Board Meeting. **Motion carried.**

CONSENT ITEMS

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

1. Financial Report for December 2014

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

2. HR Report for November and December 2014 including the training report for December. (The training report for November was submitted in December.)
3. Circulation Summary for December 2014

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 15000: 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 15001: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the December 2014 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)

NEW BUSINESS

RESOLUTION 15002: Request acceptance of the 2015/2016 budget from the City of Tacoma’s General Fund in the amount of \$22,540,520 – Approval.

RESOLVED, That the Board of Trustees of the Tacoma Public Library does hereby accept and approve of the 2015/2016 budget as presented.

The motion was moved, seconded, and passed.

RESOLUTION 15003: Request approval of the 2015 fiscal budget and trust fund appropriations in the amount of \$11,607,680 – Approval

RESOLVED, That the Board does hereby approve the 2015 fiscal budget appropriations as presented.

The motion was moved, seconded, and passed.

RESOLUTION 15004: Request approval of the proposed changes to Policy #10.09 regarding Compensation/Benefits/Working Conditions; specifically 10.09.05, 10.09.06.1, and 10.09.14 – Approval.

RESOLVED, That the Board does hereby approve the revision to Policy #10.09 regarding Compensation/Benefits/Working Conditions as presented.

The motion was moved, seconded, and passed.

RESOLUTION 15005: Request approval and authorization of purchases made from vendors on the Open Purchase Order List for 2015 per the Library's Purchasing Policy #23.00, "Informal Buying Procedures Item D" – Approval.

RESOLVED, That the Board does hereby approve and authorize purchases made from vendors on the Open Purchase Order List for 2015 as presented.
The motion was moved, seconded, and passed.

DIRECTOR'S REPORT

- Pathway Card presentation at Tacoma Public Schools on January 22, 2015 at 5:30 p.m.
- Meeting on Municipal Funds for Libraries

TRUSTEES' REPORT

President Hunter asked for an update on the website for the Library. Director Odenkrantz said the project was divided into two parts. The first part focused on planning and specifically the information architecture of the website. The vendor chosen to guide this stage was FGI. They have recently provided the deliverables and IT Manager Christine Bassett has accepted them. She will be providing an overview at the February Board Meeting. Based on our experiences and the deliverables, we have begun developing a proposal for the second stage.

EXECUTIVE SESSION (6-7:10 p.m.)

Library Director's evaluation

ADJOURNMENT

The meeting adjourned at 7:10 p.m. The next Board Meeting will be held February 18, 2015 at 5:30 p.m. at the Main Library (Olympic Room).

Lillian Hunter

President
Tacoma Public Library Board

SUSAN ODENCRANTZ

Library Director and Secretary to
the Tacoma Public Library Board