
BOARD OF TRUSTEES:

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

MINUTES
October 15 2014

CALL TO ORDER

President Lillian Hunter called the October 15, 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; Trustee John Wallace; Trustee Julio Quan; and Trustee Wayne Williams were present. Vice President John R. (Jack) Connelly, Jr. was absent.

Library Staff: Library Director Susan Odenchantz; HR Manager Kathleen Earl; Acting Business Manager Sue Calhoun; Library Assistant JoLyn Reisdorf; South Tacoma and Swasey Branch Manager Susan Marihugh; Main Supervisor Shannon Rich, and Confidential Assistant Karen Meyer were present.

City: Management Analyst II - Council Assistant, Anita Gallagher was present.
Labor Negotiator Mike Brock
HR Training and Development Manager Cathy Journey

Public: George and Jennine Trachier, Don Lacky, and Maralise Hood Quan were present.

PLEDGE OF ALLEGIANCE led by Trustee Williams

SUSPENSION OF RULES TO ADOPT REVISED AGENDA

RESOLVED, That the Board does hereby suspend the rules in order to adopt the Revised Agenda for the Regular Board Meeting October 15, 2014. **The motion was moved, seconded, and passed.**

ADOPTION OF THE REVISED AGENDA

RESOLVED, That the Board does hereby adopt the Revised Agenda for the Regular Board Meeting of October 15, 2014.
The motion was moved, seconded, and passed.

NEW BUSINESS

RESOLUTION 14093: The Board expresses heartfelt appreciation and gratitude to Dr. Julio Quan for his years of service as Trustee, Vice-President, and President of the Board of Trustees of the Tacoma Public Library.

Whereas, Dr. Julio Quan was appointed to the Board of Trustees of the Tacoma Public Library on June 3, 2008, by Mayor Bill Baarsma to complete the remaining term of office of Mark Martinez, and,

Whereas, Dr. Julio Quan was reappointed to the Board of Trustees of the Tacoma Public Library to serve a full 5 year term on November 8, 2009 by Mayor Bill Baarsma, and

Whereas, Dr. Julio Quan served as President of the Board of Trustees of the Tacoma Public Library on May 7, 2012 (upon the resignation of President Anne Seago) and was elected to serve as President of the Board on November 18, 2013, and

Whereas, Dr. Julio Quan, working together with the other members of the Library's Board of Trustees, confidently guided the Tacoma Public Library through six years of budget challenges, technological change, program developments, new partnerships and Library refurbishments, including

- The refurbishment of the Kobetich, Mottet & Moore Libraries, creating more user-friendly and attractive libraries and increasing the amount of computers available to patrons.
- The painfully difficult decision to close the Swan Creek and Dr. Martin Luther King, Jr. Libraries due to a reduction in the Library's budget; and the subsequent sale of the buildings.
- The development of a new strategic plan and community needs assessment to provide guidance on the growth of library services and programs over the next five years.
- Meeting the challenges of significant technological change, including the transition to a new ILS (Integrated Library System) and VOIP (Voice Over IP) telephone services, the development of a mobile app and new library website to provide remote services to patrons, and in partnership with Microsoft Corporation and the Washington State Library, provide free, high quality online training with more than 400 courses through the Microsoft IT Academy.

- The expansion of grant-funded library services and programs to better meet the needs of our community, including StoryLab (Paul G. Allen Family Foundation) and the Education and Job Center (Washington State Library Association).
- Providing increased access to library materials through reciprocal agreements with the Pierce County Library System and the Puyallup Public Library, allowing Tacoma residents to check out materials from our neighboring library systems.

Now, therefore, be it resolved by the Board of Trustees of the Tacoma Public Library that the Board does hereby extend its appreciation and gratitude to Dr. Julio Quan for his work as a member of the Board and for his commitment to providing exemplary library services to the citizens of Tacoma.

The motion was moved, seconded, and passed.

The above Resolution was moved to the beginning of the meeting to accommodate Dr. Quan's guests. President Hunter presented Dr. Quan with a framed, signed copy of Resolution 14093. The presentation was followed by a ten minute break for cake, well wishes, and appreciation for Dr. Quan.

APPROVAL OF MINUTES

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

CONSENT ITEMS

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

1. Financial Report for September 2014

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

2. HR Report for September 2014
3. Circulation Summary for September 2014

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 14085: 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 14086: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the September 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)

UNFINISHED BUSINESS - (None)

EXECUTIVE SESSION (5:53-6:15 p.m.)

Mike Brock, Labor Negotiator – to report on bargaining with Teamsters’ Local 117 and AFSCME Local 120 and to discuss the tentative agreement with AFSCME Local 120 approved by the membership.

NEW BUSINESS (Continued)

RESOLUTION 14089: Approval – Collective Bargaining Agreement Between Tacoma Public Library and The Washington State Council Of County And City Employees (AFSCME--Local 120) For The Period January 1, 2015 Through December 31, 2018.

RESOLVED: That the Board of Trustees of the Tacoma Public Library does hereby approve the proposed Collective Bargaining Agreement by and between the Tacoma Public Library and the Washington State Council of County and City Employees (AFSCME Local 120) Tacoma Public Library employees for the period January 1, 2015 through December 31, 2018.

Moved, seconded, and passed.

RESOLUTION 14087: Request the Board to approve the purchase of a new delivery van (2015 Ford Transit High Roof E25 full size cargo van) for the Maintenance Department from Columbia Ford Nissan (on the State of Washington contract) for \$33,623.90.

RESOLVED: That the Board approves the purchase of the delivery van from Columbia Ford Nissan for \$33,623.90.

Moved, seconded, and passed.

RESOLUTION 14088: Contract Extension Approval – Blue Sky Landscaping Services, Inc. (Landscaping Care and Grounds Maintenance) Contract Extended for One Month (November 1 – November 30, 2014) while Formal Bids are Accepted for a New Landscaping Care and Grounds Maintenance Contract.

RESOLVED: That the Board does hereby approve and authorize the contract extension by one month (November 1 – November 30, 2014) with Blue Sky Landscaping, Inc. for Landscaping Care and Grounds Maintenance (TPL Specification #090702).

Moved, seconded, and passed.

RESOLUTION 14090: Request the Board to Approve a Contract with West Coast Industries for Building Maintenance Services (Janitorial) under TPL Specification #140901 at the Seven Branches of the Tacoma Public Library from November 1, 2014 – October 30, 2015 for a cost of \$80,979.60.

RESOLVED, That the Board does hereby approve the contract with West Coast Industries for building maintenance services (janitorial) at Tacoma Public Library's seven branches from November 1, 2014 – October 30, 2015 for a cost of \$80,979.60.

Moved, seconded, and passed.

RESOLUTION 14091: Request the Board to Approve a Revision of the Position Description for the Library Maintenance Worker Classification Specification (#90090).

RESOLVED, That the Board does hereby approve the revision of the position description for the Library Maintenance Worker classification (#90090) as presented.

Moved, seconded, and passed.

RESOLUTION 14092: Request the Board to Approve a Revision of the Position Description for the Library Business Manager (Administrative Manager II) Classification Specification (#90150).

RESOLVED, That the Board does hereby approve the revision of the position description for the Library Business Manager classification (#90150) as presented.

Moved, seconded, and passed.

RESOLUTION 14094: Request the Board to Accept the Donation of \$25 from Yukie Yumibe.

RESOLVED, That the Board does hereby accept the \$25 donation from Yukie Yumibe.

Moved, seconded, and passed.

RESOLUTION 14095: Request the Board to allow ACCO Engineered Systems to repair the chiller at Tacoma Public Library Main location at a cost of \$36,498 plus Washington State Sales Tax

RESOLVED, That the Board does hereby allow ACCO Engineered Systems to repair the chiller at Main for a cost of \$36,498 plus Washington State Sales Tax.

Moved, seconded, and tabled.

RESOLUTION 14096: Request the Board to allow ACCO Engineered Systems to replace the chiller at Tacoma Public Library Main location at a cost of \$162,827 plus Washington State Sales Tax

RESOLVED, That the Board does hereby allow ACCO Engineered Systems to replace the chiller at Main for a cost of \$162,827 plus Washington State Sales Tax.

Moved, seconded, and tabled.

DIRECTOR'S REPORT

Director Odencrantz reminded the Trustees of the Monday, October 27, 2014 (6 p.m.) celebration at Metro Parks Board Meeting to recognize the Library's 15 year partnership with Metro Parks for the annual Zoo Party after the Summer Reading Club.

The Pathway Card will be explained at the All Staff meeting on Thursday, October 30, 2014.

Director Odencrantz and Robin Agnew-Evans met to discuss the foundational Needs Assessment document and planned the next steps. Trustee Williams was very concerned about the access to literacy across the community; especially senior adults.

TRUSTEES' REPORT

Dr. Quan said he had been involved with libraries since he was eleven. He is going back to writing and said it was a pleasure to serve on the Board. Dr. Quan encouraged us to continue to help the community in wisdom, knowledge, and democracy.

EXECUTIVE SESSION: (7:02-7:12 p.m.)

Cathy Journey, Training and Development Manager – to discuss Director Susan Odencrantz' annual evaluation.

ADJOURNMENT

The meeting adjourned at 7:15 p.m. The next Board Meeting will be held November 19, 2014 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