
BOARD OF TRUSTEES:

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

MINUTES
April 22, 2015

CALL TO ORDER

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 April 22, 2015
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 April 22, 2015.
The motion was moved, seconded, and passed.

The meeting was held at the Main Library in the Board Room located at 1102 Tacoma Ave. S., Tacoma. President Lillian Hunter called the April 22, 2015 Regular Board Meeting to order at 5:34 p.m.

ATTENDANCE

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

Library Staff: Library Director Susan Odenrantz; Business Manager Sue Calhoun; Human Resources Manager Kathleen Earl; Library Assistant JoLyn Reisdorf; South Tacoma/Swasey Branch Manager Susan Marihugh; IT Manager Christine Bassett; Main Manager Beverly Choltco-Devlin; Moore Branch Manager Melissa Fitzgerald; and Confidential Assistant Karen Meyer were present.

City: Training and Development Manager Cathy Journey and City Council Assistant Brad Forbes were present.

Public: Don Lacky was present.

PLEDGE OF ALLEGIANCE Trustee Wayne Williams

APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the March 25, 2015 Board Meeting. **Motion carried.**

CONSENT ITEMS

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

1. Financial Reports for March 2015

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

2. HR Reports for March 2015
3. Circulation Summaries for March 2015

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 15018: 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 15019: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the March 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 15025: The Board expresses heartfelt appreciation and gratitude to Lillian Hunter for her years of service as Trustee, Vice-President, and President of the Board of Trustees of the Tacoma Public Library.

Whereas, Lillian Hunter was appointed to the Board of Trustees of the Tacoma Public Library on October 8, 2008, by Mayor Bill Baarsma, and,

Whereas, Lillian Hunter was reappointed to the Board of Trustees of the Tacoma Public Library on October 5, 2013 by Mayor Marilyn Strickland, and

Whereas, Lillian Hunter served as Vice President of the Board of Trustees of the Tacoma Public Library from May 2012 – August 2014, and

Whereas, Lillian Hunter served as President of the Board of Trustees of the Tacoma Public Library from September 2014 – April 2015, and

Whereas, Lillian Hunter, working together with the other members of the Library's Board of Trustees, confidently guided the Tacoma Public Library through seven 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 number 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 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 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.
- Providing increased access to library materials through the Pathway Card in partnership with Tacoma Public Schools.

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 Lillian Hunter for her work as a member of the Board and for her commitment to providing exemplary library services to the citizens of Tacoma.

The motion was moved, seconded, and passed.

The preceding resolution was moved to the beginning of the meeting to allow for a break (5:47 p.m. – 6 p.m.) for hot fudge sundaes, well wishes and appreciation for President Lillian Hunter.

PRESENTATIONS

1. **Pierce County Day Reporting** by Main Manager Beverly Choltco-Devlin
2. **BiblioCommons – Web Design** by IT Manager Christine Bassett

UNFINISHED BUSINESS

RESOLUTION 15012: Approval of contract between Tacoma Public Library and BiblioCommons, a sole-source provider, at a cost of \$60,000 for implementation and \$72,265 for an annual license or a total of \$132,265.

RESOLVED, That the Board approves the contract between Tacoma Public Library and BiblioCommons at a cost of \$132,265 (implementation and annual license).
(Tabled at March 25, 2015 Board Meeting.)
The motion was moved, seconded, and not passed.

NEW BUSINESS (Continued)

RESOLUTION 15028: Approval of contract between Tacoma Public Library and BiblioCommons, a sole-source provider, at a cost of \$60,000 for implementation and \$144,529.26 for a two year term subscription or a total of \$204,529.26 from the ASink Fund.

RESOLVED, That the Board approves the contract between Tacoma Public Library and BiblioCommons at a cost of \$204,529.26 (implementation and a two year subscription) from the ASink Fund.
The motion was moved, seconded, and passed.

RESOLUTION 15020: Request approval to contract with Acco Engineered Systems TPL Specification #031615 to replace the chiller at the Main Library for \$135,799.71 including state sales tax.

RESOLVED, That the Board approves the contract with Acco Engineered Systems to replace the chiller at the Main Library for \$135,799.71 including state sales tax.
The motion was moved, seconded, and passed.

RESOLUTION 15021: Request permission to call for bids for the tags for the Radio-Frequency Identification (RFID) project.

RESOLVED, That the Board does hereby approve the request to call for bids for the RFID tags.
The motion was moved, seconded, and passed.

RESOLUTION 15022: Request permission to call for bids for the hardware including the installation and software for the RFID project.

RESOLVED, That the Board does hereby approve the request to call for bids for the hardware including the installation and software for the RFID project.
The motion was moved, seconded, and passed.

RESOLUTION 15023: Request permission to close to the public the Main Library and its Branches Tuesday, August 18 – Saturday, August 22 and Tuesday, August 25 – Saturday, August 29, 2015 to allow for tagging library materials with RFID tags. (It is understood that if the task is finished earlier, the Library will open to the public earlier.)

RESOLVED, That the Board does hereby approve the request to close the Library including all branches from Tuesday, August 18 – Saturday, August 22 and Tuesday, August 25 – Saturday, August 29, 2015 to allow for tagging library materials with RFID tags.
The motion was moved, seconded, and passed.

RESOLUTION 15024: Request a date change for the Board Meeting in May to be moved to May 27 due to a presentation from the City of Tacoma’s Community and Economic Development Department to the Board.

RESOLVED, That the Board does hereby approve the date change of the Board Meeting in May to be moved to May 27 with the location remaining in the Board Room at Main.
The motion was moved, seconded, and not passed.

RESOLUTION 15026: Request permission to extend the Main Library parking lot operation and maintenance lease agreement between the Board of Trustees of the Tacoma Public Library and Republic Parking Northwest, Inc. for one year (May 1, 2015 through April 30, 2016).

RESOLVED, That the Board does hereby extend the Main Library parking lot operation and maintenance agreement with Republic Parking Northwest, Inc. for one year (May 1, 2015 through April 30, 2016).
The motion was moved, seconded, and passed.

RESOLUTION 15027: Request permission to call for bids for security services at the Main Library.

RESOLVED, That the Board does hereby grant permission for a call for bids for security services at the Main Library.
The motion was moved, seconded, and passed.

DIRECTOR'S REPORT

- Director Odenchantz introduced City Council Assistant Brad Forbes.
- Friends of the Library met Saturday, April 18 – Teen Librarian Sara Holloway reported that twelve citizens and two staff attended the meeting. The next meeting will be Saturday, May 30.
- Hilltop Library – AI Nurse working with McCarver Elementary School
- MOU for elementary students and faculty for Tacoma Public Schools

TRUSTEES' REPORT

Trustees asked about the Pathway card

- Technical glitches were quickly resolved.
- School of the Arts (SOTA) classes have made increased use of the Main Library due to the Pathway program.

EXECUTIVE SESSION (7-7:22 p.m.)

Library Director's evaluation

EXECUTIVE SESSION EXTENDED (7:22-7:40 p.m.)

Library Director's evaluation

ADJOURNMENT

The meeting adjourned at 8:00 p.m. The next Board Meeting will be held May 20, 2015 at 5:30 p.m. at the Main Library (Board Room).

Lillian Hunter

President
Tacoma Public Library Board

SUSAN ODENCRANTZ

Library Director and Secretary to
the Tacoma Public Library Board