
BOARD OF TRUSTEES:

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

MINUTES
November 18, 2015

CALL TO ORDER

The meeting was held at the Main Library (Olympic Room) located at 1102 Tacoma Avenue South. President Jack Connelly called the November 18, 2015 Regular Board Meeting to order at 5:30 p.m.

ATTENDANCE

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

Library Staff: Library Director Susan Odencrantz; Human Resources Manager Kathleen Earl; Business Manager Sue Calhoun; IT Manager Christine Bassett; Fern Hill/Mottet Branch Manager Lisa Bitney; Moore Branch Manager Melissa Fitzgerald, South Tacoma/Swasey Branch Manager Susan Marihugh; and Confidential Assistant Karen Meyer were present.

City of Tacoma: City Council Assistant Brad Forbes was present

Public: Jennine Trachier, George Trachier, Don Lackey, Hayes Alexander III, and Joseph Tieger were present.

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 November 18, 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 November 18, 2015.

The motion was moved, seconded, and passed.

PLEDGE OF ALLEGIANCE Trustee Wayne Williams

APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the September 16, 2015 Board Meeting. **Motion carried.**

CONSENT ITEMS

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

1. Financial Reports for September and October 2015

The motion was moved, seconded, and passed.

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

2. HR Reports for September and October 2015
3. Circulation Summaries for September and October 2015

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 15063: 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 15064: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the September and October 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 15065: Board of Trustees of the Tacoma Public Library – Rules and Regulations – Annual Meeting – NOMINATION OF OFFICERS – PRESIDENT

RESOLVED, That the Board does hereby NOMINATE Jack Connelly as President of the Board of Trustees.

The motion was moved, seconded, and passed.

RESOLUTION 15066: Board of Trustees of the Tacoma Public Library – Rules and Regulations – Annual Meeting – ELECTION OF OFFICERS – PRESIDENT

RESOLVED, That the Board does hereby ELECT Jack Connelly as President of the Board of Trustees.

The motion was moved, seconded, and passed.

RESOLUTION 15067: Board of Trustees of the Tacoma Public Library – Rules and Regulations – Annual Meeting – NOMINATION OF OFFICERS – VICE PRESIDENT

RESOLVED, That the Board does hereby NOMINATE Wayne Williams as Vice President of the Board of Trustees.
The motion was moved, seconded, and passed.

RESOLUTION 15068: Board of Trustees of the Tacoma Public Library – Rules and Regulations – Annual Meeting – ELECTION OF OFFICERS – VICE PRESIDENT

RESOLVED, That the Board does hereby ELECT Wayne Williams as Vice President of the Board of Trustees.
The motion was moved, seconded, and passed.

RESOLUTION 15069: Request approval of the 2016 Holiday Schedule for Tacoma Public Library Employees as modified to include the New Year’s Day holiday observance for January 1, 2017. Libraries will be closed Saturday, December 31, 2016. (Administration and Support Staff will observe the holiday on Monday, January 2, 2017.)

RESOLVED, That the Board of Trustees of the Tacoma Public Library does hereby approve the modified 2016 Holiday Schedule as presented.
The motion was moved, seconded, and passed.

RESOLUTION 15070: Request approval to purchase and pay for a new maintenance truck (2016 Ford F150) for the Maintenance Department at a cost not to exceed \$34,000 including state sales tax. The State of Washington contract will be used for the purchase and the expenditure will come from maintenance funds.

RESOLVED, That the Board of Trustees of the Tacoma Public Library does hereby approve the purchase of a new maintenance truck (2016 Ford F150) at a cost not to exceed \$34,000.
The motion was moved, seconded, and passed.

RESOLUTION 15071: Request approval of venue for Tacoma Public Library Board Meetings for 2016.

RESOLVED, That the Board approves the venue for 2016 Board meetings as presented.
The motion was moved, seconded, and passed.

DIRECTOR'S REPORT

The Director updated information on:

1. The second stage of the RFID project is included in the 2016 biennial adjustment to the City of Tacoma's 2015/2016 budget. The project includes digital wands, ADA compliant self-check with credit card capability and instructions in seven languages.
2. McCarver Project: Work continues to develop a pilot project to extend the hours available to students and their caregivers to use resources at the McCarver Elementary School library through a partnership with Tacoma Public Library.
3. In partnership with the library, House of Matthew presents the Homeward Bound Program to support people who are homeless or in imminent danger of becoming homeless. The CEO of House of Matthew, Jeannette Twitty, received the Best of Tacoma Award for transitional services.
4. Pathway Card is operational for students in all grades in the Tacoma Public School District.
5. Mayor Strickland has selected **Station Eleven** by Emily St. John Mandel for the Tacoma Reads 2016. The programming will run through March and April 2016. The author will be coming to Tacoma on March 24, 2016.
6. IT Manager Christine Bassett gave a demonstration of the new website to the Trustees. The soft launch will be November 30, 2015 with a link on the current website to the new one. Full roll out is expected to be January 18, 2016 when the current website will be completely replaced with the new site.

TRUSTEES' REPORT (None)

EXECUTIVE SESSION (Personnel) (6:25 – 6:45 p.m.)

ADJOURNMENT

The meeting adjourned at 6:45 p.m. The next Board Meeting will be held December 16, 2015 at 5:30 p.m. at Main in the Olympic Room.

Jack Connelly
President
Tacoma Public Library Board

Susan Odencrantz
Library Director and Secretary to
the Tacoma Public Library Board