
BOARD OF TRUSTEES:

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

MINUTES
April 27, 2016

CALL TO ORDER

The meeting was held at the Main Library (Board Room) located at 1102 Tacoma Avenue South. President Jack Connelly called the April 27, 2016 Special Board Meeting to order at 5:35 p.m.

ATTENDANCE

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

Library Staff: Library Director Susan Odencrantz; Human Resources Manager Kathleen Earl; Business Manager Sue Calhoun; IT Manager Christine Bassett; Library Assistant JoLyn Reisdorf; and Confidential Assistant Karen Meyer were present.

Public: Hayes Alexander, III; and Don Lackey were present.

PLEDGE OF ALLEGIANCE – Vice President Wayne Williams

APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the March 16, 2016 Board Meeting. **Motion carried.**

CONSENT ITEMS

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

1. Financial Reports for March 2016

The motion was moved, seconded, and passed.

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

2. HR Reports for March 2016
3. Circulation Summaries for March 2016

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 16023: 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 16024: 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)

UNFINISHED BUSINESS

RESOLUTION 16021: Strategic Planning Meeting – Approval

RESOLVED, That the strategic planning meeting will be held on Saturday, _____ in the Board Room at Main from 9 – noon.

The motion was moved, seconded, and not passed.

PRESENTATIONS

- 1. Strategic Plan - Susan Odencrantz**
- 2. Re-Development of Parking Lot at Main – Susan Odencrantz**

NEW BUSINESS

RESOLUTION 16025: Request that the Board approves a final budget in the amount of \$11,518,053 for the fiscal year 2016.

RESOLVED, that the Board approves the budget in the amount of \$11,518,053 for the fiscal year 2016.

The motion was moved, seconded, and passed.

RESOLUTION 16026: Request the Board close Kobetich Branch on Thursday, May 26, 2016 from 10 a.m. through 1:30 p.m. The reason for this closure is for compliance training (Sexual Harassment Prevention and Cultural Awareness) for staff to be conducted by the City of Tacoma. Kobetich was inadvertently left off of Resolution 16017 which closed other branches and was passed in March.

RESOLVED, That the Board approves the above closure as stated for compliance training required by the City of Tacoma.

The motion was moved, seconded, and passed.

RESOLUTION 16027: Request the Board to forgive fines up to \$5 per patron at the T-Town event on Saturday, May 7, 2016. (The City's Budget Office is making this request.)

RESOLVED, That the Board allows fine forgiveness up to \$5 per patron at the T-Town event.

The motion was moved, seconded, and passed.

RESOLUTION 16029: Regular Board Meeting – Approval to Cancel

RESOLVED, That the Board is canceling the Regular Board Meeting on Wednesday, May 18, 2016 due to a lack of a quorum.

The motion was moved, seconded, and passed.

RESOLUTION 16030: Special Board Meeting – Approval

RESOLVED, That the Board will have a Special Board Meeting on _____ at 5:30 p.m. at _____.

(This is due to lacking a quorum for the May 18, 2016 Regular Board Meeting.)

The motion was moved, seconded, and not passed.

RESOLUTION 16031: Authorization to Declare Items for Surplus – Approval

RESOLVED, That the Board declares as surplus to the needs of the Tacoma Public Library, as presented.

The motion was moved, seconded, and passed.

RESOLUTION 16032: Authorization to Consign Items for Sale or Recycling - Approval

RESOLVED, That the Board authorizes the Library Director, or her designee, to consign the presented items to be auctioned or recycled at the earliest possible date.

The motion was moved, seconded, and passed.

RESOLUTION 16028: Request the Board to accept a donation of \$150 from Gloria Crawshaw and her siblings Stan, Suzanne, Patty, Janet, Frank, Joy, and Diane in memory of Gloria Yarawsky.

RESOLVED, That the Board accepts the donation of \$150 in memory of Gloria Yarawsky.

The motion was moved, seconded, and passed.

DIRECTOR'S REPORT

- **T-Town** at the Tacoma Dome – Saturday, May 7, 2016 – City Sponsored Event
- **For the Love of Cities** by Peter Kageyama – May 10th & 11th – Continuous Improvement Training
- Security and Emergency Preparedness – Cascadia Rising (earthquake) Training Event
- Public Library Conference 2016 Denver – Report

TRUSTEES' REPORT

Trustee Williams asked if the water is being tested for lead at the libraries. Director Odencrantz said, “Yes, it is being tested at all the branches.”

Trustee Irish recommended the Trustee Academy which is a series of on-line classes. It is sponsored by United for Libraries, a division of the American Library Association.

ADJOURNMENT

The meeting adjourned at 6:46 p.m. The next Board Meeting will be held May 28, 2016 at 10:30 a.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