

**BOARD OF TRUSTEES:**

John R. (Jack) Connelly, Jr., President  
Wayne Williams, Vice President  
Sara Irish, Trustee  
Donna LaFrance, Trustee  
John Hines, Trustee

MINUTES  
January 18, 2017

**CALL TO ORDER**

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

**ATTENDANCE**

**Library Board:** President Jack Connelly; Vice President Wayne Williams; Sara Irish; Donna LaFrance; and John Hines were present.

**Library Staff:** Library Director Susan Odencrantz; Business Manager Sue Calloun; Human Resources Manager Kathleen Earl; Fern Hill and Mottet Branch Manager Susan Marhugh; Library Associate Jolyn Reisdorf; Teen Librarian Sara Holloway; Moore Branch Manager; and Confidential Assistant Karen Meyer were present.

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

**PLEDGE OF ALLEGIANCE** – Trustee Donna LaFrance

**APPROVAL OF MINUTES**

The motion was moved and seconded to approve the Minutes of the December 21, 2016 Regular Board Meeting. **Motion carried.**

**CONSENT ITEMS**

**RESOLVED,** That the Board approves Consent Item #1, as presented.  
1. Financial Reports for December 2016  
The motion was moved, seconded, and passed.

**RESOLVED,** That the Board approves Consent Items #2 and #3, as presented.  
2. HR Reports for December 2016  
3. Circulation Summaries for December 2016  
The motion was moved, seconded, and passed.

**PAYMENT OF BILLS**

**RESOLUTION 17000: 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 17001: Ratify Recurring Monthly Expenditures – Approval**

**RESOLVED**, That the Board approves and ratifies the December 2016 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)**

**PRESENTATION (Main Library parking lot)**

Video from Kiro TV news was shown: <http://www.kiro7.com/news/local/building-project-that-could-bring-changes-to-tacoma-neighborhood/480975113>

**NEW BUSINESS**

**RESOLUTION 17002: Request that the Board approves the one day closure of Mottet and South Tacoma branches for the annual Summer Reading Club Zoo Party on Saturday, August 5, 2017.**

**RESOLVED**, That the Board approves the one day closure of Mottet and South Tacoma branches for the Zoo Party on August 5, 2017. The staff at Mottet and South Tacoma will be re-assigned to provide coverage at the Mayor's Award Celebration for the Summer Reading Club at the Point Defiance Zoo and Aquarium and to other branches as needed.

The motion was moved, seconded, and passed.

**RESOLUTION 17004: Strategic Planning Meeting – Approval**

**RESOLVED**, That the strategic planning meeting will be from 9-noon in the Board Room at Main on Saturday, February 4, 2017.

The motion was moved, seconded, and passed.

**RESOLUTION 17005: 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 17006: 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 17003: Request that the Board accepts the donation of \$250 from Jonathan Kell and Christel Bitz.**

**RESOLVED**, That the Board accepts the donation of \$250 from Jonathan Kell and Christel Bitz.

The motion was moved, seconded, and passed.

**DIRECTOR'S REPORT**

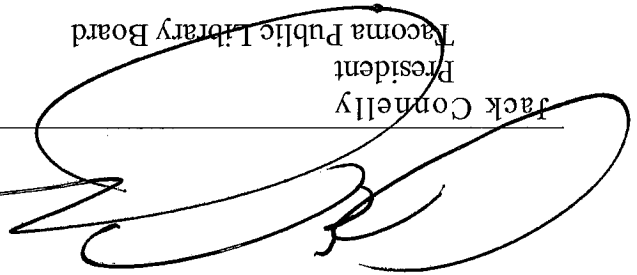
- 2015-2016 Budget – Summary of close-out procedures including a request for re-appropriations.
- City Hall – Resignation of City Manager Broadnax. His last day will be January 24, 2017.
- City Council – Sets annual priorities at a meeting on January 27, 2017.
- Tacoma Public Schools – Continue discussions on Pathway Cards and the McCarver Project.
- Library Program – *Grow a Reader (Early Childhood Literacy)*. Teen Librarian Sara Holloway gave a description of the program that ran throughout November 2016. Trustee Irish suggested advertising library programs at the Early Childhood Literacy Coalition.
- Trustee Retreat – City of Tacoma Training and Development Manager Cathy Journey will assist the Board at the retreat. The retreat will focus on strategic planning and the process of recruitment of a library director as well as the request for a deputy/assistant library director.
- Trustee LaFrance – Stated the importance of continuing advocacy for support of the library program as well as expanded publicity and promotion.

**TRUSTEES' REPORT (None)**

**ADJOURNMENT**

The meeting adjourned at 6:53 p.m. The next Board Meeting will be held February 15, 2017 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

