
BOARD OF TRUSTEES:

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

MINUTES
January 17, 2018

CALL TO ORDER

The regular meeting was held at the Main Library (Board Room) located at 1102 Tacoma Avenue S., Tacoma. President Jack Connelly called the meeting to order at 5:33 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 Kate Larsen; Human Resources Manager Kathleen Earl; Business Manager Sue Calhoun; Fern Hill and Mottet Branch Manager Susan Marihugh; Main Manager Beverly Choltco-Devlin; Main Supervisor Shannon Rich; Library Associate JoLyn Reisdorf; and Confidential Assistant Karen Meyer were present.

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

PLEDGE OF ALLEGIANCE – Trustee Wayne Williams

APPROVAL OF MINUTES

RESOLVED, That the Board approves the Minutes of the December 20, 2017 Regular Board Meeting.

The motion was moved, seconded, and passed.

CONSENT ITEMS

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

1. Financial Reports for December 2017

The motion was moved, seconded, and passed.

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

2. HR Reports for December 2017
3. Circulation Summaries for December 2017

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 18000: 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 18001: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the December 2017 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)

PRESENTATIONS

Mural at Kobetich – Kobetich Branch Manager Lisa Bitney

Libraries Transforming Communities video – Library Director Kate Larsen

NEW BUSINESS

RESOLUTION 18002: Request that the Board approves a one day closure of all Tacoma Public Library locations (9 a.m. – 6p.m.) for “Libraries Transform Communities” staff training & activities on Friday, March 2, 2018.

RESOLVED, That the Board approves a one day closure for all Tacoma Public Library locations on Friday, March 2, 2018 for training purposes.

Motion was moved, seconded, and passed.

RESOLUTION 18003: Request that the Board approves the purchase and installation of flooring for South Tacoma Branch from Great Floors in an amount not to exceed \$68,000.

RESOLVED, That the Board approves the purchase and installation of flooring from Great Floors for South Tacoma Branch in an amount not to exceed \$68,000.

Motion was moved, seconded, and passed.

DIRECTOR'S REPORT

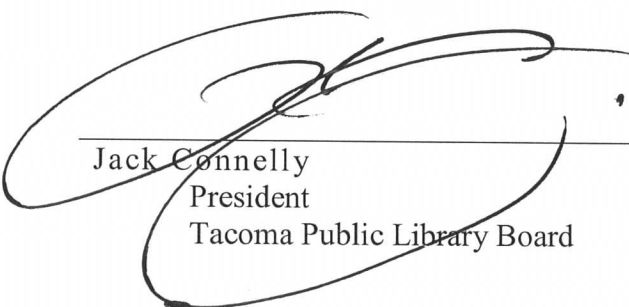
- An electrical outage on January 12 caused a severe data outage, but all branches remained open with limited service. Phone lines were down for two hours, but email function was not restored until 5 p.m. Wednesday, January 17. The last computer backup was Wednesday, January 10 so data input on Thursday, January 11 was lost.
- Kate summarized for the board the nature and general content of the numerous meetings she's had in her first 11 days.
- More than 50 employees have answered the staff survey so far; and due to the email outage, the survey will remain open for an additional week (until January 26).
- Kate will be interviewed by TV Tacoma on February 1

TRUSTEES' REPORT

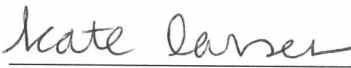
- The Welcome Reception for Kate Larsen will be 6:00-7:30pm in the Olympic Room at the Main library on Tuesday, January 30.

ADJOURNMENT

The meeting adjourned at 6:45 p.m. The next regular Board Meeting will be held February 21, 2018 at 5:30 p.m. at Main (Olympic Room).



Jack Connelly
President
Tacoma Public Library Board



Kate Larsen
Library Director and Secretary to
the Tacoma Public Library Board