

BOARD OF TRUSTEES:

Wayne Williams, President  
Sara Irish, Vice President  
Donna LaFrance, Trustee  
John Hines, Trustee  
Toni Craig, Trustee

**AGENDA**  
September 18, 2019

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Moore Branch – 215 S. 56<sup>th</sup> St., Tacoma, WA

# AGENDA

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## I CALL TO ORDER

## II PLEDGE OF ALLEGIANCE

## III APPROVAL OF MINUTES

**RESOLVED**, That the Board approves the Minutes of the August 21, 2019 Board Meeting.

S/D/V

## IV CONSENT ITEMS

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

1. Financial Report for August 2019

S/D/V

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

2. HR Report for August 2019

3. Circulation Summaries for August 2019

S/D/V

## PAYMENT OF BILLS

### RESOLUTION 19047: 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.

S/D/V

**RESOLUTION 19048: Ratify Recurring Monthly Expenditures – Approval**

**RESOLVED**, That the Board approves and ratifies the August 2019 payments for the City of Tacoma services provided to the Tacoma Public Library as presented.

S/D/V

**V PUBLIC COMMENTS**

**VI STAFF RECOGNITION (September anniversaries)**

**VII NEW BUSINESS**

**RESOLUTION 19049: Board of Trustees of the Tacoma Public Library – Rules and Regulations – Annual Meeting – NOMINATION OF OFFICERS – PRESIDENT**

RESOLVED, That the Board does hereby NOMINATE \_\_\_\_\_ as President of the Board of Trustees.

S/D/V

**RESOLUTION 19050: Board of Trustees of the Tacoma Public Library – Rules and Regulations – Annual Meeting – ELECTION OF OFFICERS – PRESIDENT**

RESOLVED, That the Board does hereby ELECT \_\_\_\_\_ as President of the Board of Trustees.

S/D/V

**RESOLUTION 19051: 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 \_\_\_\_\_ as Vice President of the Board of Trustees.

S/D/V

**RESOLUTION 19052: 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 \_\_\_\_\_ as Vice President of the Board of Trustees.

S/D/V

**RESOLUTION 19053: Request that the Board authorizes opening Main Branch at 11 a.m. on for a branch staff meeting either Thursday, October 17 OR Thursday, October 24 depending on the availability of the presenter.**

**RESOLVED,** That the Board authorizes Main to open at 11 a.m. on either October 17 or October 24.

S/D/V

**RESOLUTION 19054: Request that the Board amends the Library's compensation plan to include the Graphic Arts Specialist class specification and salary range, as presented.**

**RESOLVED:** That the Board amends the Library's compensation plan to include the Graphic Arts Specialist class specification and salary range, as presented.

S/D/V

**RESOLUTION 19055: Request that the Board adopts the City of Tacoma's Family Medical Leave Act (FMLA)**

**RESOLVED:** That the Board adopts the City of Tacoma's FMLA Policy.

S/D/V

**RESOLUTION 19056: Request that the Board adopts the City of Tacoma's Anti-Discrimination and Anti-Harassment Policy.**

**RESOLVED:** That the Board adopts the City of Tacoma's Anti-Discrimination and Anti-Harassment Policy.

S /D/V

**RESOLUTION 19057: Request that the Board rescinds the Tacoma Public Library's Policies #40.07 (Fair - Unfair Pre-Employment Inquiries) #40.16 Sexual Harassment Policy and #44.00 (Equal Opportunity Plan) as they are now replaced by the City of Tacoma's Anti-Discrimination and Anti-Harassment Policy.**

**RESOLVED:** That the Board rescinds Policies 40.07, 40.16, and 44.00.

S/D/V

## **VIII DIRECTOR'S REPORT**

State of the Library Quarterly Report

## **IX DISCUSSION**

Tacoma Public Library Board of Trustees Code of Conduct

Washington State Library Trustee Handbook Excerpt: Roles and Responsibilities

**X TRUSTEES' REPORT**

**XI DISCUSSION**

Director's evaluation format and timeline

**XII ADJOURNMENT**

Next Board Meeting will be October 16, 2019 at 5:30 pm at Main (Board Room).