

Minutes

January 20, 2021

BOARD OF TRUSTEES: Wayne Williams, President; Sara Irish, Vice President; Donna LaFrance, Trustee; Toni Craig, Trustee; Joseph Colón, Trustee

ATTENDANCE

Board of Trustees: Wayne Williams, President; Sara Irish, Vice President; Donna LaFrance; Trustee; Joseph Colón, Trustee

Tacoma Public Library Director & Assistant Director: Kate Larsen, Director; Amita Lonial; Assistant Director

Tacoma Public Library Staff: Sam Bencoter, Phillip Torgerson, Angelo Defazio, Cheryl Towne, JoLyn Reisdorf, Latasha Ware, Mariesa Bus, Rodney Croston, Susan Marihugh, and Zac Matthews

Two members of the public attended the virtual January 20, 2021 Board Meeting.

CALL TO ORDER

The regular meeting was held as a virtual zoom meeting. President Wayne Williams called the meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE

At approximately 5:31 p.m., President Wayne Williams invited fellow board members and meeting participants to join him in reciting the Pledge of Allegiance.

CONSENT ITEMS

RESOLUTION 21001

1. Minutes of the December 16, 2020 Board Meeting – Approval
2. Financial Report for December 2020 – Approval
3. HR Report for December 2020 – Approval
4. Library Services Report for December 2020 – Approval

Resolved, the board approved Consent Items 1- 4, as presented. **The motion was moved, seconded, and passed.**

PAYMENT OF BILLS

RESOLUTION 21002: 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 21003: Ratify Recurring Monthly Expenditures – Approval

Resolved, That the Board approves and ratifies the November 2020 payments for the City of Tacoma services provided to the Tacoma Public Library as presented.

The motion was moved, seconded, and passed

PUBLIC COMMENTS

Due to the limitations of online meetings, public comment was accepted via written format only. Comments are requested to be submitted to info@tacomalibrary.org from 4-5 p.m. on the night of the meeting. No comments were received for the meeting of January 20, 2021.

STAFF RECOGNITION

The Board recognized employees with an anniversary date in January 2021.

DISCUSSION ITEMS

N/A

NEW BUSINESS

RESOLUTION 21004: Request that the Board approve the updated Fees and Charges Policy, policy #10.03, as presented.

RESOLVED, That the Board approved the updated Fees and Charges Policy, policy #10.03, as presented.

The motion was moved, seconded, and passed

RESOLUTION 21005: : Request that the Board approve the amended Inclement Weather Policy, policy #10.06, as presented

RESOLVED, That the Board approved the amended Inclement Weather Policy, policy #10.06, as presented

The motion was moved, seconded, and passed

RESOLUTION 21006: Request that the Board approve the attached letter of agreement between Tacoma Public Library and Union L117 regarding the wages of the learning and development specialist, as presented

RESOLVED, That the Board approves the attached letter of agreement between Tacoma Public Library and Union L117 regarding the wages of the learning and development specialist

The motion was moved, seconded, and passed

RESOLUTION 21007: Request that the Board authorizes Library staff to issue a Request for Bids for the Main Library Passenger Elevator Modernization, as presented.

RESOLVED, That the Board authorizes Library staff to issue a Request for Bids for the Main Library Passenger Elevator Modernization, as presented.

The motion was moved, seconded, and passed

DIRECTOR'S REPORT

- **Honored retiree Susan Micono**
14 years and 3 months of service
- **Tacoma Reads 2020 Update**
 - The main event hosted by Mayor Woodards, co-hosted by Tony Gomez, and celebrating author Marcelo Hernandez Castillo's title *Dreamers*, attracted 82 zoom participants
 - Had 603 views on Facebook, 11 shares, and reached a total of 1,378 community members
 - More events to come throughout the month of January 2020
- **Main library 2nd floor project**
 - BOE Architects was selected for the pre-design work
 - Scope of work under legal review
 - Anticipate engineering and design work will go quickly
- **Curbside service now available at Eastside Community Center**
 - Services scheduled to begin Tuesday, February 2nd
- **2021 Budget Closure Dates**
 - Week one: February 21-28
 - Week two: November 28-December 5
- **TPL submitted an application and was selected to host a Harvard Summer Fellow to help implement the Harvard-Bloomberg Data Project**
- **TPL Foundation Revival Update**
 - Meetings with prospective Board members concluded the third week of January
 - Director in the process of sending invitations & setting a date for the inaugural meeting
- **Important Dates for TPL Board to remember:**
 - Library Board Regular Meeting 5:30 p.m. Wednesday, February 17
 - Budget Closure February 21-28
 - Library Board Study Session Saturday, March 6, 2021, 10:30 a.m. – 2:30 p.m.
 - Joint City Council/Library Board Meeting 12 p.m. Tuesday, April 6

TRUSTEES REPORT

- **Joseph Colón, Trustee:** N/A
- **Sara Irish, Vice President:**
 - Requested the Library Board and Director meet with Gerrit Nyland from Tacoma Homelessness Coalition to discuss a need for 15 houseless TCC students that need a parking lot to park in and rest at night.

- Would like to add a land acknowledgement and a common history acknowledgement to the Board agendas
- **Donna LaFrance, Trustee:** N/A
- **Wayne Williams, President:**
 - In response to Trustee Irish's request to consider using a Library parking lot to aid the TCC students, President Williams advised TCC is working on identifying a parking lot on their property for a similar use and therefore, the library should follow-up with TCC regarding the 15 student's needs to see if TCC can revisit the discussion and help the students by providing them a safe parking zone during the evenings.

ADJOURNMENT

The meeting adjourned at 6:14 p.m.

The motion was moved, seconded, and passed

The next Board Meeting will be February 17, 2020 at 5:30 p.m.

Wayne Williams
President
Tacoma Public Library Board

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