

# Agenda

**November 17, 2021**

**BOARD OF TRUSTEES:** Sara Irish, President; Donna La France, Vice President; Wayne Williams, Trustee; Antoinette Craig, Trustee; Joseph Colón, Trustee

## MEETING ACCESS

Please click the link below to join the webinar:

**Topic: Board of Trustees Meeting**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88311780199>

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Webinar ID: 883 1178 0199

International numbers available: <https://us02web.zoom.us/j/88311780199>

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## CALL TO ORDER

## LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT PLEDGE OF ALLEGIANCE

## ADOPTION OF AMENDED AGENDA

## CONSENT AGENDA

### RESOLUTION 21074

1. Minutes of the September 15, 2021 Board Study Session  
–Approval
2. Minutes of the October 20, 2021 Board Meeting -  
Approval
3. Financial Report for October 2021 – Approval
4. HR Report for October 2021 – Approval
5. Library Services Report for October 2021 – Approval

## PAYMENT OF BILLS

RESOLUTION 21075: 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 21076: Ratify Recurring Monthly Expenditures – Approval

**Resolved**, That the Board approves and ratifies the October 2021 payments for the City of Tacoma services provided to the Tacoma Public Library as presented.

S/D/V

RESOLUTION 21077: Correction to Board Financial Reports by Program – Approval  
**Resolved**, That the Board approves and ratifies the corrected Financial Reports by Program for the months of January 2021, February 2021, March 2021, April 2021, May 2021, June 2021, July 2021, August 2021, and September 2021 as presented.

S/D/V

## **PUBLIC COMMENTS**

Due to the limitations of online meetings, public comments are accepted via written form only. Comments can be submitted to [info@tacomalibrary.org](mailto:info@tacomalibrary.org) from 4-5 p.m. on the day of the scheduled Board meeting. Comments for this meeting were accepted until 5 p.m. on November 17, 2021.

## **STAFF RECOGNITION**

November anniversaries

## **DISCUSSION ITEMS**

1. Tacoma Public Library Facilities & Maintenance Updates

Presented by: Philip Torgerson, TPL Facilities & Maintenance Manager

## **NEW BUSINESS**

**RESOLUTION 21078:** Request that the Board authorize Library staff to enter into a cooperative purchasing agreement with the City of Tacoma pursuant to RCW 39.34.

**RESOLUTION 21079:** Request that the Board authorize Library staff to award a contract to American Custodial Inc for custodial services for up to \$295,392.52 plus applicable taxes for the term January 1, 2022, through February 29, 2024.

**RESOLUTION 21080:** Request that the Board authorize Library staff to award a contract to Landscapes, Inc for Landscaping Care and Grounds Maintenance Services for up to \$198,792.00 plus applicable taxes for the term January 1, 2022, through December 31, 2024.

**RESOLUTION 21081:** Request that the Board accept a \$100 donation from Steven K. Connolly & Mari Mikami for use by the NW Room.

**RESOLUTION 21082:** Request that the Board adopt the updated Security Camera Footage Policy #10.31 as presented.

**RESOLUTION 21083:** Request that the Board authorize the purchase of a Facilities/Maintenance Van from Washington State's Department of Enterprise Services contract at a cost of \$26,225 plus applicable taxes and fees.

## **DIRECTOR'S REPORT**

## **TRUSTEES REPORT**

## **ADJOURNMENT**

The next Board Meeting will be December 15, 2021 at 5:30 p.m.