

Minutes

February 16, 2022

BOARD OF TRUSTEES: Sara Irish, President; Donna La France, Vice President; Antoinette Craig, Trustee; Joseph Colón, Trustee; Andrea Cobb, Trustee

ATTENDANCE

Board of Trustees: Sara Irish, President; Antoinette Craig, Trustee; Joseph Colón, Trustee; and Andrea Cobb, Trustee

Excused: Donna LaFrance, Vice President

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

Tacoma Public Library Staff: Sam Benscoter, Rodney Croston, Zac Matthews, Lisa Bitney, Mariesa Bus, John Hargis, and Latasha Ware

Three members of the public attended the virtual February 16, 2022 Board Meeting.

CALL TO ORDER – 5:36pm

LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT & PLEDGE OF ALLEGIANCE

Kate Larsen – We work to break down barriers of access. Our commitment to racial equity and social justice guides our work, allowing us to learn about and respond to Tacoma’s diverse communities’ needs and opportunities.

INTRODUCTIONS – 5:40pm

Trustee Andrea Cobb and Trustee Antoinette Craig introduced themselves to one another, the Board and the Public.

CONSENT AGENDA – 5:42pm

RESOLUTION 22009

1. Minutes of the December 15, 2021 Board Meeting
2. Preliminary Financial Report for December 2021
3. HR Report for December 2021
4. Library Services Report for December 2021

Motion, Seconded, and Passed

PAYMENT OF BILLS

RESOLUTION 22002: 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.

Motion, Seconded, and Passed

RESOLUTION 22003: Ratify Recurring Monthly Expenditures – Approval
Resolved, That the Board approves and ratifies the December 2021 payments for the City of Tacoma services provided to the Tacoma Public Library as presented.

Motion, Seconded, and Passed

PUBLIC COMMENTS

No public comments were received for the February 16, 2022 Tacoma Public Library Board of Trustees meeting.

STAFF RECOGNITION

Recognition of TPL Employees with February TPL employment anniversaries

DISCUSSION ITEMS

1. Podcast Kit Distribution Update: John Hargis, Tacoma Public Library Digital Instructor provided an update on new podcast kits offered to patrons. The presentation included a sample of a podcast featuring a youth patron interviewing TPL Neighborhood Services Manager, Maria Shackles, and podcast kit circulation statistics for the period of July 2021 – February 16, 2022.

NEW BUSINESS

RESOLUTION 22012: Request that the Board amend their regular Board Meeting Schedule and reschedule the December 21, 2022, meeting to December 14, 2022.

Motion, Seconded, and Passed

RESOLUTION 22013: Request that the Board approve the attached letter of agreement between Tacoma Public Library and Union L117 regarding observance of certain holidays, as presented.

Motion, Seconded, and Passed

RESOLUTION 22014: Request that the Board authorize amendments to Library Personnel Rule 10: Personnel Evaluations effective February 17, 2022, as presented.

Motion, Seconded, and Passed

RESOLUTION 22015: Request that the Board authorize increasing the Library Director's compensation from step 5C to step 6A in the salary range for the Library Director classification, retroactive to January 1, 2022.

Motion, Seconded, and Passed

RESOLUTION 22016: Request that the Board authorize a 1% market increase in the salary range for the Library Director classification, retroactive to January 1, 2022.

Motion, Seconded, and Passed

RESOLUTION 22017: Request that the Board adopt changes to the Executive Assistant & Policy Analyst wages, retroactive to January 1, 2022, as presented.

Motion, Seconded, and Passed

RESOLUTION 22018: Request that the Board adopt the revised *Use of the Internet, WIFI, and Mobile Hotspots* Policy, #10.53, as presented.

Motion, Seconded, and Passed

RESOLUTION 22019: Request that the Board adopt the revised TPL Closure schedule to reflect the change of the June 2022 In-Service Day to June 10, 2022, from June 17, 2022.

Motion, Seconded, and Passed

DIRECTOR'S REPORT

Mottet Update

- Scheduled to resume services in March 2022
- Director & Assistant Director working with Tacoma Police Department to arrange for off-duty officer coverage to provide part-time security for a limited time

Intellectual Freedom

- Director Larsen talked with the Board about two trends happening across the nation: book bans and hate groups challenging the use of public library meeting rooms

Return to in-person meetings

- Waiting on guidance from Governor Jay Inslee to provide guidance on open public meetings returning to in-person

March 12, 2022 Study Session Agenda Items

- Feasibility Study – BERK consulting will provide a comprehensive update and conduct an input activity
- A City of Tacoma attorney will provide a review of the Open Public Meetings Act

TRUSTEES REPORT

- **Sara Irish, President:** President Irish and Vice-President LaFrance met with Deputy Mayor Ushka and Deputy Mayor planned to meet with the Police Chief to discuss price points to hire an off-duty police officer to assist at Mottet to curb crime at the site. Deputy Mayor to contact the Board to give an update following her conversation with the Police Chief.
- **Antoinette Craig, Trustee:** NA
- **Joseph Colón, Trustee:** NA
- **Andrea Cobb, Trustee:** NA

ADJOURNMENT – 6:33pm

The next Board Study Session is on Saturday, March 12, 2022 @ 10:30am – 12:30pm (virtual)

The next Board Meeting is on Tuesday, March 16, 2022 @ 5:30pm (tentative location: Moore Branch Library - 215 S 56th St, Tacoma, WA 98408)

Sara Irish
President
Tacoma Public Library Board

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