

# Minutes

**March 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 La France, 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, Carlos Galeana, Gabby Fuentes, Maria Shackles, Melissa Fitzgerald, JoLyn Reisdorf, and Latasha Ware

**City of Tacoma Staff:** Jude Kelley, Labor Relations City Attorney, and Saada Gegoux, Finance Risk Management

**One member of the public attended the virtual March 16, 2022 Board Meeting.**

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## **CALL TO ORDER – 5:31 pm**

## **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.

## **CONSENT AGENDA**

### RESOLUTION 22021

1. Minutes of the February 19, 2022, Board Meeting
2. Financial Report for February 2022
3. HR Report for February 2022
4. Library Services Report for February 2022

***Motion, Seconded, and Passed***

## **PAYMENT OF BILLS**

### RESOLUTION 20022: 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 February 2022 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 20023: Ratify Recurring Monthly Expenditures – Approval

**Resolved,** That the Board approves and ratifies the February 2022 payments for the City of Tacoma services provided to the Tacoma Public Library as presented.

***Motion, Seconded, and Passed***

## **PUBLIC COMMENT**

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

## STAFF RECOGNITION

TPL staff with work anniversaries in March recognized by Board of Trustees.

## DISCUSSION ITEMS

Director Larsen introduced the newly restructured TPL leadership team (Neighborhood Services Managers, and the Learning and Development Specialist).

## NEW BUSINESS

**RESOLUTION 22020:** Request that the Board adopts the Agreement by and Between Tacoma Public Library and Teamsters Local Union 117 for January 1, 2022, through December 31, 2024.

***Motion, Seconded, and Passed***

**RESOLUTION 22024:** Request that the Board adopts the Letter of Agreement by and Between Tacoma Public Library and AFSCME Local 120 for revisions to general leave cash out contract language.

***Motion, Seconded, and Passed***

**RESOLUTION 22025:** Request that the Board rescinds the Copy Machine Revenues Policy #22.02.

***Motion, Seconded, and Passed***

**RESOLUTION 22026:** Request that the Board adopts the revised Employee Travel and Business-Related Expenses Policy #10.05.

***Motion, Seconded, and Passed***

**RESOLUTION 22027:** Request that the Board accepts a \$1,000.00 donation from the Jaenicke Family for use by Mottet.

***Motion, Seconded, and Passed***

**RESOLUTION 22028:** Request that the Board award a one-year contract for property insurance commencing March 18th, 2022, through March 17th, 2023, with Chubb Limited and Intact Insurance for property and earthquake insurance policies not to exceed \$131,369

***Motion, Seconded, and Passed***

**RESOLUTION 22029:** Request that the Board approves revisions to the Compensation Plan for Non-Represented Classifications, policy 10.09, Paid Time Off Cash-Out Program as presented.

***Motion, Seconded, and Passed***

## DIRECTOR'S REPORT

- Director Larsen shared a compliment to Library Staff which appeared in the Opinion and Commentary section of the News Tribune.
- Mariesa Bus, Public Information Officer gave the board updates on:
  - Library Giving Day 2022, Read Across America 2022, and Tacoma Reads 2022
- Legislation of Interest
  - House Bill 1630 prohibits the open carrying of firearms and other weapons in locations used for public city council meetings, public school board meetings, and other local government meetings.
    - restrictions do not apply to concealed carry of a pistol by a person who has a Concealed Pistol License
    - requires signage to be posted

**TRUSTEES REPORT**

**Sara Irish, President:** Attended the Library/City of Tacoma City Council joint study session with Trustee Cobb and Director Larsen. Received 10K of council contingency funds to support Tacoma Reads 2022 programming.

**Donna LaFrance, Vice-President:** Moving forward, will give Tacoma Library Foundation Board meetings.

**Joseph Colón, Trustee:** NA

**Andrea Cobb, Trustee:** NA

**Toni Craig, Trustee:** NA

**ADJOURNMENT – 7:30 pm**

The next Board Meeting is on Wednesday, April 13, 2022, at 5:30 pm (VIRTUAL)

DocuSigned by:  
*Sara Irish*  
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Sara Irish  
President  
Tacoma Public Library Board

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