

Minutes

July 20, 2022

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

ATTENDANCE

Board of Trustees: Sara Irish, President, Donna LaFrance, Vice President; and Joseph Colón, Trustee.

Excused: Toni Craig, Trustee, and Andrea Cobb, Trustee

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

City of Tacoma Staff: Martha Lantz, Deputy City Attorney

Tacoma Public Library Staff: Gabby Fuentes, Jolyn Reisdorf, Justin Wadland, Lisa Bitney, Mariesa Bus, Rodney Croston, Zac Matthews, and Sam Benscoter.

Two members of the public attended the virtual June 15, 2022 Board Meeting.

CALL TO ORDER – 5:32 PM

LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT & PLEDGE OF ALLEGIANCE

CONSENT AGENDA

RESOLUTION 22050

1. Minutes of the June 15, 2022, Board Meeting
2. Financial Report for June 2022
3. HR Report for June 2022
4. Library Services Report for June 2022

PAYMENT OF BILLS

RESOLUTION 22051: Payment of Bills Per Vouchers – Authorization

The Board authorizes the payment of bills per voucher as presented, and further, the Board approves and ratifies the checks issued in June 2022 by the City of Tacoma for Tacoma Public Library claims as summarized and documented in materials submitted to the Board.

RESOLUTION 22052: Ratify Recurring Monthly Expenditures – Approval

The Board approves and ratifies the June 2022 payments for the City of Tacoma services provided to the Tacoma Public Library, as presented.

PUBLIC COMMENTS

Due to the limitations of online meetings, public comments will be accepted via written form only.

Comments may be submitted to info@tacomalibrary.org until 5 p.m. on the day of the scheduled Board meeting. Comments for this meeting were accepted until 5 p.m. on July 20, 2022.

STAFF RECOGNITION

July anniversaries

DISCUSSION ITEMS

1. **Public Records Act** – Martha Lantz, City of Tacoma Deputy City Attorney

City of Tacoma Deputy City Attorney visited to discuss State and Federal regulations regarding the Public Records Act. The Deputy City Attorney discussed the implications of using personal email addresses for Library business. Deputy City Attorney Lantz also offered suggestions to avoid the disclosure of private information such as private email addresses, in the future.

2. **Spanish Story Time and Bilingual Story Time** – Gabi Barragan and JC Ortega Esquinca, TPL Associates

TPL Staff gave the Board of Trustees an overview of two new language access Storytime programs. Staff discussed the evolution of the program, opportunities for the future, and current barriers. Staff also presented the board with a four-phase plan to analyze and improve multilingual programming at TPL.

NEW BUSINESS

RESOLUTION 22053: Requested that the Board accept a \$2,500.00 donation from Michael and Linda Sullivan for use by the NW Room.

Motioned, Seconded, Accepted

RESOLUTION 22054: Requested that the Board accept a \$10,000.00 donation from Charles Joy.

Motioned, Seconded, Accepted

RESOLUTION 22055: Request that the Board authorizes Library staff to award a contract to BuildingWork LLC for architectural services for up to \$330,120 plus applicable taxes for the term July 1, 2022, through March 31, 2024.

Motioned, Seconded, Authorized

RESOLUTION 22056: The Board expressed heartfelt appreciation to Joseph Colón for his service as a Trustee of the Board of Trustees of the Tacoma Public Library.

Whereas Joseph Colón was appointed to the Board of Trustees of the Tacoma Public Library on March 3, 2020, by Mayor Victoria Woodards, and,

Whereas soon thereafter Joseph Colón worked together with the Board of Trustees to provide leadership to the Library during a worldwide pandemic;

Whereas Joseph Colón worked together with the Board of Trustees through budget challenges and triumphs;

Whereas Joseph Colón supported the vision for the reimagining of the Main Library, to bolster programmatic options and support burgeoning community organizations / non-profit partners whose strategic priorities align with TPL's;

Whereas Joseph Colón continued convenient library access for all Tacoma Public Schools students through the continuation of the Pathway Card partnership;

Whereas Joseph Colón supported TPL during challenges of significant technological change: the complete technological overhaul in 2020, bringing modern and more efficient computing to TPL staff and community;

Whereas Joseph Colón celebrated the largest grant award TPL had ever received, for the equity-focused Community Archives Center project;

Whereas Joseph Colón alongside his counterparts increased cardholder access to library materials through a reciprocal agreement with the Seattle Public Library in 2021, making regional access complete;

Whereas Joseph Colón championed and supported TPL in their ongoing journey to be a truly equity-focused organization and implementing Normalizing Conversations about Race, and seeing an increasing diversity of hires, and modifying policies and practices using an equity lens;

Whereas Joseph Colón saw the start and completion of the Feasibility Study for the Restoration of Eastside and Hilltop library service, whose branches were closed in 2011 due to budget cuts;

Whereas Joseph Colón saw the suspension of Overdue Fines & Fees;

Whereas his connection to the Tacoma community and his strategic vision, provided helpful insight into solving access and other barriers;

Now, therefore, be it resolved by the Board of Trustees of the Tacoma Public Library that the Board does hereby extend its gratitude to Joseph Colón for his time as a member of the Board.

No action necessary

DIRECTOR'S REPORT

- **SERVICES REPORT** – Director Larsen reviewed the services report included in the Board packet
- **FEASIBILITY STUDY POSSIBLE NEXT STEPS**
 - Meetings with City Councilmembers, Trustees, Library director
 - Determine realistic options
 - Working with COT on funding strategies
 - Design study
- **RECENT MATERIAL CHALLENGE**
 - Provided the Board of Trustees with the summary of the challenge and the Library's response
- **2023-2024 City of Tacoma Budget Proposal Timeline**
 - Director Larsen provided the Trustees with a rough timeline of the biennial budget process, through the end of the year
- **MEMORY LAB NETWORK**
 - TPL accepted to be part of DC Public Library's Memory Lab Network. We were one of three libraries selected nationwide for the 2022 cohort

TRUSTEES REPORT

Sara Irish – President Irish gave an update on her feasibility study follow-up meetings with City Council Member Rumbaugh. Advised that the meeting went well.

Donna LaFrance – Requested additional information regarding the board's upcoming study session on Saturday, September 17th.

Vice-President LaFrance also provided an update on her feasibility study follow-up meetings with City Council member Hines. Vice-President LaFrance offered insight into engaging council members in fruitful discussions regarding the next steps of library funding for new locations and improvements to current locations.

Joseph Colón – NA

ADJOURNMENT - 7:57 PM

The next Board Meeting will be on August 18, 2022, at 5:30 p.m. (VIRTUAL)

Sara Irish
President
Tacoma Public Library Board

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