

Minutes

June 21, 2023

BOARD OF TRUSTEES: Sara Irish, President; Andrea Cobb, Vice President; Donna LaFrance, Trustee; Theresa Pan Hosley, Trustee; J. Manny Santiago, Trustee

MEETING LOCATION:

South Tacoma (location: 3411 S 56th Street, Tacoma, WA 98409)

ATTENDANCE

Board of Trustees: Sara Irish, President; Andrea Cobb Vice President; Theresa Pan Hosley, Trustee; Donna LaFrance, Trustee; and J. Manny Santiago, Trustee

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

Tacoma Public Library Staff: Zac Matthews, Sam Bencoter, Michelle Massero, Maria Shackles, and Elizabeth Covington

External Partners: Paulina Alvarado, Staff Chaplain at Virginia Mason Franciscan Health Spiritual Care Department, St. Joseph Medical Center

Two members of the public attended the June 21, 2023, board meeting.

CALL TO ORDER – 5:30 p.m.

LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

RESOLUTION 23032

1. Minutes of the May 17, 2023, board meeting
2. Financial Report for May 2023
3. HR Report for May 2023
4. Library Services Report for May 2023

PAYMENT OF BILLS

RESOLUTION 23033: 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 May 2023 by the City of Tacoma for Tacoma Public Library claims as summarized and documented in materials submitted to the Board.

RESOLUTION 23034: Ratify Recurring Monthly Expenditures – Approval

The Board approves and ratifies the May 2023 payments for the City of Tacoma services provided to Tacoma Public Library, as presented.

PUBLIC COMMENTS: There were no public comments submitted at the June 21, 2023, meeting.

STAFF RECOGNITION

The board recognized Library staff with work anniversaries during the month of June.

DISCUSSION ITEMS

TPL Mission Moment: Franciscan Health Partnership - Rhonda Kristoff, Librarian at the Main location; and Paulina Alvarado, Staff Chaplain at Virginia Mason Franciscan Health Spiritual Care Department, St. Joseph Medical Center.

- Collaboration began in October 2020 St. Joseph Medical Center.
- TPL started by providing book donations for isolated patients that are in the hospital for extended time periods, e.g., COVID patients.
- Expanded services to include activity kits for patients of all ages.
- Program has had a significant and positive emotional and social impact on the patients and hospital staff.

NEW BUSINESS

RESOLUTION 23035: Request that the Board award a contract to Bibliotheca for maintenance and support of Staff RFID Workstations for up to \$35,800 plus applicable taxes for a term of September 1, 2023, through August 31, 2025.

Motioned, Seconded, and Approved

RESOLUTION 23036: Request that the Board award a contract to Bibliotheca for maintenance and support of SelfCheck Kiosks and RFID detection systems for up to \$36,201.15 plus applicable taxes for a term of September 1, 2023, through August 31, 2024.

Motioned, Seconded, and Approved

RESOLUTION 23037: Request that the Board adopt a revised “Compensation Plan for Non-Represented Classifications (#10.09)” to include an option for a Voluntary Employee Benefit Association (VEBA).

Motioned, Seconded, and Adopted

RESOLUTION 23038: Request that the Board rescind General Policy of Service #10.12.

Motioned, Seconded, and Approved

RESOLUTION 23039: Request that the Board rescind Books by Mail Policy #10.12.1.

Motioned, Seconded, and Approved

RESOLUTION 23040: Request that the Board recognize the generous \$1,000.00 donation from Kiwanis Club of Tacoma Foundation’s Board of Directors to support the renovation of the Children’s Area at the Main location.

Motioned, Seconded, and Approved

RESOLUTION 23041: Request that the Board authorize staff to enter into a lease agreement with Tacoma Owners, LLC for up to 34 parking spaces in “The Hailey” apartment building, for an initial term of five years with an optional five-year extension, not to exceed \$132,600 for the first five years.

Motioned, Seconded, and Approved

DIRECTOR’S REPORT

1. Main Library Update

- a. Main Library 11th Street Mural will not be complete in 2023.
 - i. TPL still has a goal of completing Main’s exterior upgrades before October 2023.
 - ii. On track for construction to begin in October 2023.
- b. South Tacoma Library Location Mural on track to be completed by the end of summer 2023.

2. Mark your calendars

- a. Board Elections to occur at the September 20, 2023, Board of Trustees Meeting
- b. Tacoma Reads Author Event with David Ambroz, 3:00 p.m. Saturday, November 4, the University of Washington, Tacoma’s William W. Phillip Hall, 1918 Pacific Ave

TRUSTEES REPORT

Sara Irish, Board President

- Working with Marlalise Hood Quan, Executive Director of the Center for Dialog & Resolution, may need an additional session to finish a work plan; and extended gratitude to staff attending outreach events
- Attended the Historic Preservation Awards ceremony – TPL’s Northwest Room received an award for leadership in preservation.

Andrea Cobb, Vice-President

- Asked if we were helping with ‘Summer Late Nites’ youth sites. TPL is helping with the community youth sites.

Donna LaFrance, Trustee

none

Theresa Pan Hosley, Trustee

none

J. Manny Santiago, Trustee

- Discussed food policy with Kate; also conducted some research; staff are drafting language for policy; aiming to present to the board in Aug or Sep;
- Washington History Museum putting together LGBTQ archive – serving on the advisory committee.
- Asked about book ban legislation in Illinois and if any stakeholders or coalitions working on something similar?

ADJOURNMENT – 6:30 p.m.

The next regular Board Meeting will occur on Wednesday, July 19, 2023, at 5:30 p.m. at the Swasey location (7001 6th Avenue, Tacoma, WA 98406).

DocuSigned by:
Sara Irish 09/25/2023
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 Sara Irish
 President
 Tacoma Public Library Board

DocuSigned by:
Kate Larsen 09/22/2023
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 Kate Larsen
 Library Director and Secretary to the
 Tacoma Public Library Board