

Minutes

December 14, 2023

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

MEETING LOCATION

City of Tacoma Municipal Building, 747 Market Street, Room 243, Tacoma WA, 98402

CALL TO ORDER The meeting was called to order at 5:30 p.m.

LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

RESOLUTION 23076

1. Minutes of the October 16, 2023 Study Session
2. Minutes of the October 20, 2023 Board meeting
3. Financial Report for October and November 2023
4. HR Report for October and November 2023
5. Library Services Report for October and November 2023

Motioned, Seconded, Approved

PAYMENT OF BILLS

RESOLUTION 23077: 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 October and November 2023 by the City of Tacoma for Tacoma Public Library claims as summarized and documented in materials submitted to the Board.

Motioned, Seconded, Approved

RESOLUTION 23078: Ratify Recurring Monthly Expenditures – Approval

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

Motioned, Seconded, Approved

PUBLIC COMMENTS

There were no public comments

STAFF RECOGNITION – November and December Staff Anniversaries

DISCUSSION ITEMS

Northwest Room Report – Anna Trammell, Archives and Special Collections Manager (Recording)

NEW BUSINESS

RESOLUTION 23079: Request that the Board adopt the recommendations of the City of Tacoma's Classification and Compensation Study and authorize staff to adjust the Deputy Library Director's salary to Step 5 of their pay scale, effective September 25, 2023.

Motioned, Seconded, Approved

RESOLUTION 23080: Request that the Board advance the Library Director to Step ? of their pay scale, effective January 1, 2024.

Motioned, Seconded, Approved

RESOLUTION 23081: Request that the Board adopt the schedule of 2024 regular and study session meetings.

Motioned, Seconded, Approved

RESOLUTION 23082: Request that the Board recognize the generous donation of \$100 from Ann Philis Murphy.

Motioned, Seconded, Approved

RESOLUTION 23083: Request that the Board recognize the generous donation of \$500 from Karen Seinfeld & Frank Breen.

Motioned, Seconded, Approved

RESOLUTION 23084: Request that the Board recognize the generous donation of \$100 from Vicki Armstrong.

Motioned, Seconded, Approved

RESOLUTION 23085: Request that the Board approves a Preferred Vendors list for Library Materials costing more than \$100,000 per vendor per year for the fiscal year 2024.

Motioned, Seconded, Approved

RESOLUTION 23086: Request that the Board amends the 2023-2024 Biennial Budget and incorporated annual budgets to the amount of \$38,430,946, including the Biennial Trust Fund Budget, as presented.

Motioned, Seconded, Approved

RESOLUTION 23087: Request that the Board approve wage increases for classifications represented by AFSCME Local 120, as presented.

Motioned, Seconded, Approved

RESOLUTION 23088: Request that the Board approve wage increases for classifications represented by Teamsters Local 117, as presented.

Motioned, Seconded, Approved

RESOLUTION 23089: Request that the Board adopt the letter of agreement between Tacoma Public Library and Teamsters Local 117 for wage adjustments for Network & Systems

Administrator and Information Technology Manager classifications, as presented.

Motioned, Seconded, Approved

RESOLUTION 23090: Request that the Board approve wage increases for non-represented classifications, as presented.

Motioned, Seconded, Approved

RESOLUTION 23091: Request that the Board approves the 2024 holiday closures, as presented.

Motioned, Seconded, Approved

RESOLUTION 23092: Request that the Board approves 2024 closures for all-staff in-service training days, as presented.

Motioned, Seconded, Approved

DIRECTOR'S REPORT

October, November Service Updates – Director Larsen Reviewed the service updates for the months of October and November

Director Larsen notified the Board that Historic Tacoma is interested in submitting the “McKormick” section of the Wheelock library and the Mottet library for inclusion in Tacoma’s Historic Register.

Main Construction Update

- New sidewalks poured along TAS and 11th, with Lushootseed stamps
- Permitting delays
- Renaming – Director Larsen reflected to the Board that with the service model changes coming to the Main library, it will be important to signal that change. The recommendation is to change the building name from “Main” to “Downtown Library & Community Hub”. The Board asked if there were any laws governing the naming of public buildings in Tacoma and expressed that they would like further discussion and possibly development of a naming policy.

COT’s Capital Bond Issue Timing Revision – Director Larsen reported that the City of Tacoma has indicated that the capital bond measure that was tentatively planned for spring 2024 is now being planned for later in the year.

2024 Rhythm of Business, Study Sessions

Mark Your Calendars

TRUSTEES REPORT

ADJOURNMENT The meeting was adjourned at 6:45 p.m.

The next regular Board meeting is Wednesday, January 17, 2024, at 5:30 p.m. at the South Tacoma library, 3411 South 56th Street, Tacoma, WA 98409