

# Agenda

**APRIL 17TH, 2024**

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

## **MEETING LOCATION**

South Tacoma Library, 3411 South 56th Street, Tacoma, WA 98409

## **CALL TO ORDER**

## **LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT**

## **PLEDGE OF ALLEGIANCE**

## **CONSENT AGENDA**

### **RESOLUTION 24027**

1. Minutes of the March 20, 2024, Board Meeting
2. Financial Report for March 2024
3. HR Report for March 2024
4. Library Services Report for March 2024

## **PAYMENT OF BILLS**

### **RESOLUTION 24028:** 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 March 2024 by the City of Tacoma for Tacoma Public Library claims as summarized and documented in materials submitted to the Board.

### **RESOLUTION 24029:** Ratify Recurring Monthly Expenditures – Approval

The Board approves and ratifies the March 2024 payments for the City of Tacoma services provided to Tacoma Public Library, as presented.

## **PUBLIC COMMENTS**

The Library Board of Trustees accepts written by email and verbal public comments during the meeting.

Written comments may be submitted to [trustees@tacomalibrary.org](mailto:trustees@tacomalibrary.org) until 5 p.m. on the day of the scheduled board meeting.

Those wishing to comment in person must be present at the Board meeting and sign up for public comment. Commenters are allotted three minutes to speak.

## **STAFF RECOGNITION – April Staff Anniversaries**

### **DISCUSSION ITEMS**

Director Transition

### **NEW BUSINESS**

**RESOLUTION 24030:** Request that the Board award a contract to McKinstry Essention, LLC for a Facility Condition Assessment and Library Services Study for a term of April 18, 2024 to August 31, 2024 and a not-to-exceed amount of \$131,825 plus applicable taxes.

**RESOLUTION 24031:** Request that the Board authorize staff to award a Purchase Order to Legacy Group, Inc., for Main Library furniture, for up to \$133,863.98 plus applicable taxes.

**RESOLUTION 24032:** Request that the Board recognize the generous donation of \$2,000 from Cathi Sagstad.

**RESOLUTION 24033:** Request that the Board adopt the Recruitment and Selection policy #41.00 as presented.

**RESOLUTION 24034:** Request that the Board adopt the Compensation Plan for Non-Represented Classifications policy #10.09 as presented.

### **DIRECTOR'S REPORT**

### **TRUSTEES REPORT**

### **ADJOURNMENT**

The next regular Board meeting is Wednesday, May 15th, 2024, at 5:30 p.m. at the Moore Library, 215 S 56<sup>th</sup> St, Tacoma, WA 98408