

Minutes

December 11, 2024

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

MEETING LOCATION

Fern Hill Branch, 765 S 84th, Tacoma WA, 98444

CALL TO ORDER

Called to order by President Cobb at 5:34pm

Present: Andrea Cobb, Amita Lonial, Sara Irish, Theresa Pan Hosley, Elizabeth Bowman

Staff: JoLyn Reisdorf, Rodney Croston, Lyndea Kelleher, Jared Eyer, Melissa Fitzgerald, Gabby Fuentes, Lesley Caldwell, Zac Matthews, Samie Iverson, Michelle Massero, Angelo DeFazio

Public: Sam Benscoter, 1 other member of the public

Excused: Manny Santiago

LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

RESOLUTION 24076

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

Motioned by Irish, Seconded by Pan Hosley, Approved.

PAYMENT OF BILLS

RESOLUTION 24077: 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 November 2024 by the City of Tacoma for Tacoma Public Library claims as summarized and documented in materials submitted to the Board.

Motioned by Irish, Seconded by Pan Hosley, Approved.

RESOLUTION 24078: Ratify Recurring Monthly Expenditures – Approval

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

Motioned by Irish, Seconded by Pan Hosley, Approved

PUBLIC COMMENTS

No public comment.

STAFF RECOGNITION – December Staff Anniversaries

DISCUSSION ITEMS

Trustee Recruitment Update – Completing interviews of applicants this week. Received 12 applications and are interviewing 6 of them. Large range of community members that are interested. Will have one new member coming in January and one in April.

PRESENTATIONS

NEW BUSINESS

RESOLUTION 24079: Request that the Board adopt City of Tacoma Information Technology Department policy 4.2, 4.3, 4.4 and future amendments, as presented.

Motioned by Irish, Seconded by Bowman, Approved

RESOLUTION 24080: Request that the Board adopt the Building Access Policy, as presented.

Motioned by Pan Hosley, Seconded by Bowman, Approved

RESOLUTION 24081: Request that the Board rescind the Key Policy #10.32, as presented.

Motioned by Irish, Seconded by Pan Hosley, Approved

RESOLUTION 24082: Request that the Board approve wage adjustments for classifications represented by AFSCME Local 120, Teamsters Local 117, and non-represented classifications, as presented.

Motioned by Pan Hosley, Seconded by Bowman, Approved

RESOLUTION 24083: Request that the Board approve a Preferred Vendors list for Library Materials costing more than \$100,000 per vendor per year for the fiscal year 2025.

Motioned by Bowman, Seconded by Irish, Approved

RESOLUTION 24084: Request that the Board approve a modification of the 2023-2024 Biennial and Annual Budget.

Motioned by Irish, Seconded by Pan Hosley, Approved

RESOLUTION 24085: Request that the board adopt the proposed 2025-2026 Biennial Budget, as presented.

Motioned by Irish, Seconded by Bowman, Approved

RESOLUTION 24086: Request that the Board recognize Theresa Pan Hosley for outstanding service on the Library Board of Trustees.

Motioned by Irish, Seconded by Bowman, Approved

Discussion:

Pan Hosley: Thanks for opportunity to serve and work with everyone. Enjoyed working together at these monthly meetings. Know our paths will keep crossing in the community. While hard at work, don't forget Eastside and Hilltop Communities – long way to goal to provide service there, but I'll keep advocating and pushing for this. Been honored to get to know all of us and hope we get to work

together again.

Irish: Would like to note that Trustee Pan Hosley is the first Asian trustee in the history of the Library Board of Trustees.

DIRECTOR'S REPORT

- Gaming stations have opened for teens at South Tacoma – more stations planned at other branches
- Announced Main branch grand reopening aka “The Main Event” – February 1st! Foundation event is Jan 25th.
- Jan Agenda: What does rebranding launch look like – steps, who is notified, etc...
- Reducing Hoopla instant checkouts from 10 to 5 to keep costs flat for next 2 years
- Replacing Rosetta Stone with Mango Languages
- Sara, Andrea, Elizabeth available for CVS presentation

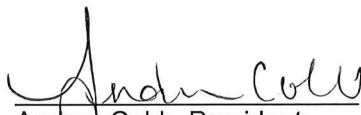
TRUSTEES REPORT

- Bowman: Have been attending Foundation meetings. Very impressed with how thoughtful they've been and how focused on capacity building the group is. Coordinating on library giving day right now. Planning Main event currently and hope it will have huge fundraising aspect - it will be a sneak peek. There will be a cost for tickets. Please reach out to your networks and start inviting people and making those lists.
- Cobb: Can this be a sponsored event? Program officer needs an invite who sent us a grant. Are the orgs in the PNW who provide a match to their employees invited?
- Bowman: Is there a trust funds policy that limits or directs how much we need to reserve? Some are unrestricted, some are restricted.
 - Eyer: We do not have a policy for this. Trust funds are meant to be used with the intent of the donor, so we do not reserve them in case of the general fund not meeting our needs.

ADJOURNMENT

Adjourned at 7:04pm

The next regular Board meeting is Wednesday, January 15th, 2025, at 5:30 p.m. at the South Tacoma Branch, 3411 S 56th St, Tacoma, WA 98409.


Andrea Cobb, President

Amita Lonial, Secretary

