



# Agenda

September 17, 2025

**Board of Trustees:** Andrea Cobb, President; Manny Santiago, Vice President; Priya Saxena, Trustee; Elizabeth Bowman, Trustee; Joel Zylstra, Trustee

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## MEETING LOCATION

Swasey Branch, 7001 Sixth Ave, Tacoma, WA 98406.

## CALL TO ORDER

## CLOSED SESSION

Pursuant to RCW 42.30.140 (4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

## LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT

## PLEDGE OF ALLEGIANCE

## CONSENT AGENDA

### RESOLUTION 25050

1. Minutes of the August 20, 2025, Regular Meeting
2. Financial Report for August 2025
3. HR Report for August 2025
4. Library Services Report for August 2025

## PAYMENT OF BILLS

#### **RESOLUTION 25051: 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 August 2025 by the City of Tacoma for Tacoma Public Library claims as summarized and documented in materials submitted to the Board.

#### **RESOLUTION 25052: Ratify Recurring Monthly Expenditures – Approval**

The Board approves and ratifies the August 2025 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 [publiccomment@tacomalibrary.org](mailto:publiccomment@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**

September Staff Anniversaries

### **DISCUSSION ITEMS**

- I. Strategic Plan Refresh Updates
- II. October Study Session Planning

### **NEW BUSINESS**

**Resolution 25053:** Request to approve library closures on May 29, 2026, and October 23, 2026, so that all staff may gather for in-service.

**Resolution 25054:** Request that the board adopt the 2026 proposed regular board meeting schedule, as presented.

**Resolution 25055:** Request that the board approve the schedule of holiday closures for 2026, as presented.

**Resolution 25056:** Request to approve the Drug-Free Workplace policy #40.20, as presented.

**Resolution 25057:** Request to approve the Drug Use in the Workplace policy #40.21, as presented.

**Resolution 25058:** Request to adopt the Freedom to Read Week proclamation, as presented.

## **BOARD ELECTIONS**

### **NOMINATION OF OFFICERS – PRESIDENT**

#### **RESOLUTION 25059: NOMINATION OF OFFICERS – PRESIDENT**

Be it hereby resolved that I nominate \_\_\_\_\_, as President of the Board of Trustees per the Tacoma Public Library - Rules and Regulations – Annual Meeting.

### **NOMINATION OF OFFICERS – VICE PRESIDENT**

#### **RESOLUTION 25060: NOMINATION OF OFFICERS – VICE PRESIDENT**

Be it hereby resolved that I nominate \_\_\_\_\_, as Vice President of the Board of Trustees per the Tacoma Public Library - Rules and Regulations – Annual Meeting.

### **ELECTION OF OFFICERS – PRESIDENT**

#### **RESOLUTION 25061: ELECTION OF OFFICERS – PRESIDENT**

Be it hereby resolved that the Board elects \_\_\_\_\_, as President of the Board of Trustees per the Tacoma Public Library - Rules and Regulations – Annual Meeting.

### **ELECTION OF OFFICERS – VICE PRESIDENT**

#### **RESOLUTION 25062: ELECTION OF OFFICERS – VICE PRESIDENT**

Be it hereby resolved that the Board elects \_\_\_\_\_, as Vice President of the Board of Trustees per the Tacoma Public Library - Rules and Regulations – Annual Meeting.

## **DIRECTOR'S REPORT**

## **TRUSTEES REPORT**

## **EXECUTIVE SESSION – Director's Evaluation**

RCW [42.30.110](#) (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

## **ADJOURNMENT**

The next regular Board meeting is Wednesday, October 15<sup>th</sup>, 2025, at 5:30 p.m. at the Main Branch, 1102 Tacoma Ave S, Tacoma, WA 98402.