

Minutes

September 17, 2025

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

MEETING LOCATION

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

CALL TO ORDER

Called to order by Vice President Santiago at 5:35

Amended agenda by skipping closed session and jumping to land acknowledgement and pledge of allegiance.

Present: Manny Santiago, Joel Zylstra, Elizabeth Bowman, Priya Saxena, Amita Lonial, Andrea Cobb
Staff: Rodney Croston, Kendra Jones, Angelo DeFazio, Lyndea Kelleher, Chris Hynak, Zac Matthews, Mariesa Bus, JoLyn Reisdorf, Gabby Fuentes, Perlita Payne
2 members of the public

CLOSED SESSION

Entering closed at 5:40pm until 5:55pm

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

Moved by Zylstra, seconded by Bowman, adopted.

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.

Moved by Saxena, seconded by Bowman, adopted.

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.

Moved by Zylstra, seconded by Bowman, adopted.

PUBLIC COMMENTS

No public comment.

STAFF RECOGNITION

September Staff Anniversaries

DISCUSSION ITEMS

- I. Strategic Plan Refresh Updates
 - a. Amita has met with 16 organizations 1:1. Will be going over the synthesized data at the Oct. 3rd study session. Feedback has been mixed from community partners.
- II. October Study Session Planning
 - a. Agenda review and feedback. Concerns that 4 hours may not be enough. Would be helpful to have a shared way to think of board goals in relation to strategic plan goals – some direction for how to think about the goals (time bounding and grouping (self, board, group, strategic, etc...)). They should all be aligned.

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.

Moved by Saxena, seconded by Santiago, adopted.

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

Moved by Santiago, seconded by Bowman, adopted.

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

Moved by Santiago, seconded by Bowman, adopted.

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

Moved by Saxena, seconded by Santiago, adopted.

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

Moved by Saxena, seconded by Santiago, adopted.

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

Moved by Santiago, seconded by Saxena, adopted unanimously.

Saxena: Is TPL participating in One City initiative? It is part of the new comprehensive plan. Trustee Saxena will send some additional information about the program.

BOARD ELECTIONS

NOMINATION OF OFFICERS – PRESIDENT

RESOLUTION 25059: NOMINATION OF OFFICERS – PRESIDENT

Trustee Bowman: Be it hereby resolved that I nominate Manny Santiago, as President of the Board of Trustees per the Tacoma Public Library - Rules and Regulations – Annual Meeting.

Trustee Santiago accepts. Seconded by Saxena. Approved unanimously.

NOMINATION OF OFFICERS – VICE PRESIDENT

RESOLUTION 25060: NOMINATION OF OFFICERS – VICE PRESIDENT

Trustee Saxena: Be it hereby resolved that I nominate Joel Zylstra, as Vice President of the Board of Trustees per the Tacoma Public Library - Rules and Regulations – Annual Meeting.

Trustee Zylstra accepts. Seconded by Bowman. Approved unanimously.

ELECTION OF OFFICERS – PRESIDENT

RESOLUTION 25061: ELECTION OF OFFICERS – PRESIDENT

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

Moved by Saxena, seconded by Bowman. Approved unanimously.

ELECTION OF OFFICERS – VICE PRESIDENT

RESOLUTION 25062: ELECTION OF OFFICERS – VICE PRESIDENT

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

Moved by Santiago, seconded by Saxena. Approved unanimously.

DIRECTOR'S REPORT

Overview of August snapshot, library events updates, foundation updates, Tacoma Reads, Lyndea will send out RSVP form & ticket count to trustees.

TRUSTEES REPORT

Trustees thank President Cobb for her service as an officer of the Board.

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.

Move into Executive Session for 1 hour until 7:41pm.

Executive Session extended until 8:30pm.

ADJOURNMENT

Adjourned at 8:31pm

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



J. Manny Santiago (Nov 13, 2025 08:53:41 PST)

J. Manny Santiago, President



Amita Lonial, Director






09-2025 Minutes

Final Audit Report

2025-11-13

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