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BOARD OF TRUSTEES:

John R. (Jack) Connelly, Jr., President  
Wayne Williams, Vice President  
Sara Irish, Trustee  
Donna LaFrance, Trustee  
John Hines, Trustee

MINUTES  
August 16, 2017

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**CALL TO ORDER**

The regular meeting was held at the Fern Hill Library located at 765 S. 84<sup>th</sup>, Tacoma. Vice President Wayne Williams called the meeting to order at 5:30 p.m.

**ATTENDANCE**

**Library Board:** Vice President Wayne Williams; Donna LaFrance; Sara Irish; and John Hines were present. President Jack Connelly was absent.

**Library Staff:** Library Director Susan Odencrantz; Human Resources Manager Kathleen Earl; Confidential Assistant Karen Meyer; Moore Branch Manager Melissa Fitzgerald; and Main Supervisor Shannon Rich were present.

**City of Tacoma Staff:** Assistant City Manager Tadd Wille was present.

**Public:** Don Lackey, Hayes Alexander, III, and Jennine Trachier were present.

**PLEDGE OF ALLEGIANCE** – Vice President Wayne Williams

**APPROVAL OF MINUTES**

The motion was moved and seconded to approve the Minutes of the July 19, 2017 Regular Board Meeting. **Motion carried.**

**CONSENT ITEMS**

**RESOLVED**, That the Board approves Consent Item #1, as presented.

1. Financial Reports for July 2017

**The motion was moved, seconded, and passed.**

**RESOLVED**, That the Board approves Consent Items #2 and #3, as presented.

2. HR Reports for July 2017 (will be presented in August)
3. Circulation Summaries for July 2017

**The motion was moved, seconded, and passed.**

## PAYMENT OF BILLS

### **RESOLUTION 17047: Payment of Bills Per Vouchers – Authorization**

**RESOLVED**, That the Board authorizes the payment of bills per vouchers as presented, and further, that the Board approves and ratifies the checks issued by the City of Tacoma for Tacoma Public Library claims, as summarized and documented in materials submitted to the Board.

**The motion was moved, seconded, and passed.**

### **RESOLUTION 17048: Ratify Recurring Monthly Expenditures – Approval**

**RESOLVED**, That the Board approves and ratifies the July 2017 payments for the City of Tacoma services provided to the Tacoma Public Library as presented in Attachment B. **The motion was moved, seconded, and passed.**

## PUBLIC COMMENTS (None)

## UNFINISHED BUSINESS

**RESOLUTION 17046: Request that the Board approves spending ~~\$28,000~~ \$15,000 from Library funds in partnership with the City of Tacoma to bring Roxane Gay, author of *Hunger*, to Tacoma for Tacoma Reads.**

**RESOLVED**, That the Board approves spending ~~\$28,000~~ \$15,000 from Library funds to bring Roxane Gay to Tacoma for Tacoma Reads in partnership with the City of Tacoma. **The motion was moved, seconded, amended, and passed.**

## NEW BUSINESS

**RESOLUTION 17049: Request that the Board approves a one day closure of all Libraries on Thursday, October 19, 2017 for an All-Staff Benefits Fair and Training Day. (Resolution 17042 was passed at the July 19 board meeting closing the libraries on Thursday, October 26, 2017. This resolution changes the date of the All-Staff per the City's request.)**

**RESOLVED**, That the Board approves a one day closure on Thursday, October 19, 2017 for All-Staff.

**The motion was moved, seconded, and passed.**

### **RESOLUTION 17050: Authorization to Declare Items for Surplus – Approval**

**RESOLVED**, That the Board declares as surplus to the needs of the Tacoma Public Library, as presented.

**The motion was moved, seconded, and passed.**

**RESOLUTION 17051: Authorization to Consign Items for Sale or Recycling - Approval**

**RESOLVED**, That the Board authorizes the Library Director, or her designee, to consign the presented items to be auctioned or recycled at the earliest possible date.

**The motion was moved, seconded, and passed.**

**RESOLUTION 17052: Request acceptance of a donation of \$100 from Carol and Chuck Slater in memory of Pauline Cleek for the purchase of Large Print Books.**

**RESOLVED**, That the Board accepts the donation of \$100 from Carol and Chuck Slater.

**The motion was moved, seconded, and passed.**

**RESOLUTION 17053: Request acceptance of a donation of \$100 from Steve and Kristen Slater in memory of Pauline Cleek for the purchase of Large Print Books.**

**RESOLVED**, That the Board accepts the donation of \$100 from Steve and Kristen Slater.

**The motion was moved, seconded, and passed.**

**RESOLUTION 17054: Request acceptance of a donation of \$200 from Donna and Dewey Skaggs in memory of Pauline Cleek and Carol Masser for the purchase of Large Print Books.**

**RESOLVED**, That the Board accepts the donation of \$200 from Donna and Dewey Skaggs.

**The motion was moved, seconded, and passed.**

**DIRECTOR'S REPORT**

- Summer Reading Club – The Zoo party was less well attended due to wildfire smoke in the air. The Aerial Assault performance was well received.
- Libraries will be closed Tuesday, August 29. Self-check kiosks with credit card capability will be installed August 28 and 29.
- Whole Educator's Conference at Mt. Tahoma High School – Branch Manager Maria Shackles and Librarian Rhonda Kristoff will present information to TPS teachers on the Pathway Card program, as well as, information on TPL's relevant resources to support the classroom curriculum. Main Manager Beverly Choltco-Devlin and Librarian Rhonda Kristoff will host an information table.
- Administration and the City's HR staff are developing a scoring tool for the Board to use in selecting a new director
- Director Odenrantz introduced Tadd Wille, the City's new Assistant City Manager and the Library's new City liaison. Assistant City Manager Wille shared that he and the City Manager are data people. Data information is important in pre-budget conversations with the City Manager.


## TRUSTEES' REPORT


Vice President Williams hopes to have close involvement with the City's strategic planning process.

Trustee Hines is excited that Library staff are presenting at the Whole Educator's Conference.

## ADJOURNMENT

The meeting adjourned at 6:05 p.m. The next regular Board Meeting will be held September 20, 2017 at 5:30 p.m. at South Tacoma.

  
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Wayne Williams  
Vice President  
Tacoma Public Library Board

  
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Susan Odencrantz  
Library Director and Secretary to  
the Tacoma Public Library Board