
BOARD OF TRUSTEES:

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

AGENDA
February 21, 2018

Main (Board Room – 3rd floor) 1102 Tacoma Ave. S. – Tacoma

AGENDA

I CALL TO ORDER

II PLEDGE OF ALLEGIANCE

III APPROVAL OF MINUTES

RESOLVED, That the Board approves the Minutes of the January 17, 2018 Regular Board Meeting.

S/D/V

IV CONSENT ITEMS

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

1. Financial Reports for January 2018

S/D/V

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

2. HR Reports for January 2018

3. Circulation Summaries for January 2018

S/D/V

PAYMENT OF BILLS

RESOLUTION 18004: 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.

S/D/V

RESOLUTION 18005: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the January 2018 payments for the City of Tacoma services provided to the Tacoma Public Library as presented.

S/D/V

V PUBLIC COMMENTS

VI PRESENTATIONS

Update on building project on parking lot site – COT International Program Development Specialist, Community and Economic Development Department Debbie Bingham

Continuous Improvement Project Report – Collection Development Manager Kelda Vath

Mission Moment

VII NEW BUSINESS

RESOLUTION 18006: Request that the Board authorizes the Library Director to approve all classification specifications.

RESOLVED, That the Board authorizes the Library Director to approve all classification specifications.

S/D/V

RESOLUTION 18007: Request that the Board contract with MENG Analysis to provide a Facility Condition Assessment for all eight Tacoma Public Library locations at a cost not to exceed \$39,150.

RESOLVED, That the Board contracts with MENG Analysis to provide a Facility Condition Assessment for all eight locations at a cost not to exceed \$39,150.

S/D/V

RESOLUTION 18010: Authorization to Declare Items for Surplus – Approval

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

S/D/V

RESOLUTION 18011: 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.

S/D/V

RESOLUTION 18012: Special Board Meeting – Approval

RESOLVED, That the Board and Library Director will meet Wednesday, March 14, 2018 in the Board Room at Main from 5:30 – 7:30 pm to discuss *Libraries Transforming Communities*.

S/D/V

RESOLUTION 18013: Request that the Board discontinues the procedure of producing audio recordings of Board meetings which began in 2000 per Resolution 00068.

RESOLVED, That the Board no longer requires Board meetings to be recorded on audio devices.

S/D/V

RESOLUTION 18014: Request that the Board approves the building insurance policy and premium payment of \$53,856 to Hanover Company for coverage from March 1, 2018 – February 28, 2019.

RESOLVED, That the Board approves the building insurance policy and premium payment of \$53,856 to Hanover Company for coverage from March 1, 2018 – February 28, 2019.

S/D/V

RESOLUTION 18015: Request that the Board contracts with HULTZ BHU Engineers, Inc. to provide plans and specifications for permitting and competitive bidding for modernization of the Dover passenger elevator serving the Main Library at a proposed fee of \$26,237.

RESOLVED, That the Board approves the contract with HULTZ BHU Engineers, Inc. for plans and specifications to modernize the Dover passenger elevator at Main at a proposed fee of \$26,237.

S/D/V

RESOLUTION 18008: Request that the Board accepts the donation of \$250 from Jonathan Kell and Christel Bitz for Wheelock.

RESOLVED, That the Board accepts the \$250 donation from Jonathan Kell and Christel Bitz for Wheelock.

S/D/V

RESOLUTION 18009: Request that the Board accepts the donation of \$742 from Tacoma-Pierce Genealogical Society for the purchase of an annual subscription to FindMyPast database.

RESOLVED, That the Board accepts the donation of \$742 from Tacoma-Pierce Genealogical Society for the purchase of an annual subscription to FindMyPast database.
S/D/V

VIII DIRECTOR'S REPORT

IX TRUSTEES' REPORT

X EXECUTIVE SESSION - COT HR Training and Development Manager Cathy Journey (to discuss director's evaluation process)

XI ADJOURNMENT