
BOARD OF TRUSTEES:

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

AGENDA
October 17, 2018

Main branch, 1102 Tacoma Avenue S., Tacoma, WA

AGENDA

I CALL TO ORDER

II PLEDGE OF ALLEGIANCE

III APPROVAL OF MINUTES

RESOLVED, That the Board approves the Minutes of the September 19, 2018 Regular Board Meeting.

S/D/V

IV CONSENT ITEMS

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

1. Financial Reports for September 2018

S/D/V

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

2. HR Reports for September 2018

3. Circulation Summaries for September 2018

S/D/V

PAYMENT OF BILLS

RESOLUTION 18065: 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 18066: Ratify Recurring Monthly Expenditures – Approval

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

S/D/V

V PUBLIC COMMENTS

VI STAFF RECOGNITION (October anniversaries)

VII PRESENTATIONS

Mission Moment – Atomicon – Teen Librarian Sara Holloway

Program Moment – “Books on Tap” - Wheelock Branch Manager Maria Shackles

Proposed Library Budget – Library Director Kate Larsen

VIII NEW BUSINESS

RESOLUTION 18067: Request that the Board approves opening all branches at 11 a.m. on Thursday, November 1, 2018 to allow staff to participate in the Assistant Library Director candidate reception.

RESOLVED, That the Board approves opening all branches at 11 a.m. on Thursday, November 1, 2018 for the Assistant Library Director candidate reception.

S/D/V

RESOLUTION 18070: Request that the Board approves opening the Main branch at noon on Wednesday, November 7, 2018 for a Main branch staff meeting.

RESOLVED, That the Board approves opening Main at noon on Wednesday, November 7, 2018.

S/D/V

RESOLUTION 18052: Request that the Board approves the 2019 Holiday closures as presented.

RESOLVED, That the Board approves the 2019 Holiday closures as presented.

S/D/V

RESOLUTION 18068: Request that the Board approves the venue and dates of the 2019 Board Meetings as presented.

RESOLVED, That the Board approves the 2019 Board Meeting schedule.

S/D/V

RESOLUTION 18069: Request that the Board approves the following closures for all Tacoma Public Library locations (10 a.m. – 6 p.m.) for in-service days in 2019: March 1, June 7, September 27, and December 6.

RESOLVED, That the Board approves the following closures for all Tacoma Public Library locations for in-service days for 2019: March 1, June 7, September 27, and December 6.

S/D/V

RESOLUTION 18071: Request that the Board rescinds Policy #20.01 “Fee Schedule – Main Parking Lot” as the parking lot no longer exists.

RESOLVED, That the Board rescinds Policy #20.01 “Fee Schedule – Main Parking Lot”.

S/D/V

RESOLUTION 18072: Request that the Board rescind Policy #10.16 “Call Back Procedure and Use of Public Vehicle”; Policy #10.17.3 “Patron Re-Registration Procedure”; Policy #10.17.4 “Patron Name Change Procedures”; Policy #10.17.5 “Procedures For Renewal Of ‘Fee’ Cards”; Policy #10.17.6 “Patron Registration – Residence Addresses; and Policy #40.22 “Military Leave Procedures” as they are procedures, not policies.

RESOLVED, That the Board rescinds Policy #10.16, 10.17.3, 10.17.4, 10.17.5, 10.17.6, and 40.22.

S/D/V

RESOLUTION 18073: 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 18074: 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 18075: Request that the Board approves the revision of Policy #42.0 Classification Plan. Revision changing the title of position #90540 from Community Relations Officer to Public Information Officer.

RESOLVED, That the Board approves the revision to Policy #42.0 Classification Plan changing the title of #90540 Community Relations Officer to Public Information Officer.

S/D/V

IX DIRECTOR'S REPORT

X TRUSTEES' REPORT

XI ADJOURNMENT