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BOARD OF TRUSTEES:

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

**REVISED AGENDA**  
December 19, 2018

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Main branch, (Olympic Room) 1102 Tacoma Avenue S., Tacoma, WA

## **REVISED AGENDA**

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### **I CALL TO ORDER**

#### **SUSPENSION OF RULES TO ADOPT REVISED AGENDA**

**RESOLVED**, That the Board does hereby suspend the rules in order to adopt the Revised Agenda for the Regular Board Meeting November 14, 2018

S/D/V

#### **ADOPTION OF THE REVISED AGENDA**

**RESOLVED**, That the Board does hereby adopt the Revised Agenda for the Regular Board Meeting November 14, 2018

S/D/V

### **II PLEDGE OF ALLEGIANCE**

### **III APPROVAL OF MINUTES**

**RESOLVED**, That the Board approves the Minutes of the November 14, 2018 Regular Board Meeting.

S/D/V

### **IV CONSENT ITEMS**

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

1. Financial Report for November 2018

S/D/V

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

2. HR Report for November 2018

3. Circulation Summaries for November 2018

S/D/V

## **PAYMENT OF BILLS**

### **RESOLUTION 18081: 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 18082: Ratify Recurring Monthly Expenditures – Approval**

**RESOLVED**, That the Board approves and ratifies the November 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** (December anniversaries)

### **VII MISSION MOMENT:** Acting Library Associate Adam Sripranaratanakul

### **VIII PROGRAM MOMENT:** Wheelock Branch Manager Maria Shackles

## **IX NEW BUSINESS**

### **RESOLUTION 18083: Request that the Board approves the 2019 Holiday closures as corrected.**

**Resolved**, That the Board approves the 2019 Holiday closures as corrected. (This is a correction to Resolution 18052 which was passed on October 17, 2018.) S/D/V

### **RESOLUTION 18089: Request that the Board approves the venue and dates of the 2019 Study Sessions for the Library Board of Trustees as presented.**

**Resolved**, That the Board approves the 2019 Study Sessions schedule as presented. S/D/V

### **RESOLUTION 18084: Request that the Board adopt the Open Purchase Order List for 2019 as presented.**

**Resolved**, That the Board approves the Open Purchase Order List for 2019 as presented. S/D/V

**RESOLUTION 18085: Request approval of the Preferred Vendors for Library Materials for more than \$50,000 per vendor per year for fiscal year 2019 as presented.**

**Resolved,** That the Board approves the Preferred Vendors for Library Materials for more than \$50,000 as presented.

S/D/V

**RESOLUTION 18086: Request that the Board accepts the 2019/2020 Biennial Budget in the amount of \$ 29,506,333.81 including the Biennial Trust Fund Budget as presented.**

**Resolved,** That the Board accepts the 2019/20 Biennial Budget in the amount of \$ 29,506,333.81 as presented.

S/D/V

**RESOLUTION 18087: Request that the Board accepts the 2019/20 Capital Improvement Funds in the amount of \$2,286,000 as presented.**

**Resolved,** That the Board accepts the 2019/20 Capital Improvement Funds in the amount of \$ 2,286,000 as presented.

S/D/V

**RESOLUTION 18088: Request that the Board accepts the 2019 Annual Budget in the amount of \$ 14,753,166.91 including the Annual Trust Fund Budget as presented.**

**Resolved,** That the Board accepts the 2017 Annual Budget in the amount of \$ 14,753,166.91 as presented.

S/D/V

**RESOLUTION 18093: Request that the Board approves a 3% cost of living increase for non-represented employees for 2019 beginning January 1<sup>st</sup>.**

**RESOLVED,** that the Board approves a 3% cost of living increase for non-represented employees for 2019 beginning January 1<sup>st</sup>.

S/D/V

**RESOLUTION 18094: Request that the Board approves the following market adjustment salary increases for non-represented positions:**

**Confidential Assistant: 4%**

**Business Manager: 6%**

**RESOLVED,** that the Board approves the market adjustment salary increases for the non-represented classifications Confidential Assistant and Business Manager beginning January 1<sup>st</sup>.

S/D/V

**RESOLUTION 18091: Request that the Board approves an extension of the contract with Blue Sky Landscaping Services, Inc. for landscaping care and grounds maintenance at all Tacoma Public Library locations for January 1, 2019 – December 31, 2019 for the amount of \$33,690.61 including tax. (This is the fifth year of five possible extensions.)**

**Resolved,** That the Board accepts the contract extension with Blue Sky Landscaping Services, Inc. for January 1, 2019 – December 31, 2019 for the amount of \$33,690.61 including tax.

S/D/V

**RESOLUTION 18092: Request that the Board approves a two year extension of the contract (November 1, 2018 – October 31, 2020) with American Custodial, Inc. for building maintenance in the seven branch library locations at a cost of \$11,263.60 per month plus \$284.97 for each Sunday we are open.**

**Resolved,** That the Board accepts the two year contract extension with American Custodial, Inc. for November 1, 2018 – October 31, 2020 at a cost of \$11,263.60 per month plus \$284.97 for each Sunday we are open.

S/D/V

**RESOLUTION 18095: Request that the Board approves the purchase of 2 dispensers (self-service kiosks), software subscriptions, packaging, shipping, onsite installation and training from mk Solutions, Inc. for a cost of \$401,644.80 including sales tax.**

**Resolved,** That the Board approves the purchase of the above listed self-service kiosk items from mk Solutions, Inc. for a cost of \$401,644.80 including sales tax.

S/D/V

**RESOLUTION 18096: Approval – Collective Bargaining Agreement between Tacoma Public Library and The Washington State Council Of County And City Employees (AFSCME—Local 120) for the period January 1, 2019 through December 31, 2019. (This is a one year extension of the current contract including a 2.75% pay increase for the employees in this union and has been ratified by its members.)**

**Resolved:** That the Board of Trustees of the Tacoma Public Library does hereby approve the one year extension of the contract between the Library and AFSCME Local 120 for the period January 1, 2019 through December 31, 2019.

S/D/V

**RESOLUTION 18090: Expressing support for a whole child approach to education and recognizing the role of parents, educators, and community members in providing a whole child approach to education for each *student*.**

**Whereas, the Tacoma School Board of Directors has proclaimed January 2019 as Tacoma Whole Child Month;**

**Whereas, each student deserves to be challenged academically, exposed to a comprehensive education that promotes critical thinking and creativity, and prepared for higher education, meaningful employment in our global economy, and lifelong success;**

**Whereas, each student deserves to be supported by qualified, caring adults and receive access to personalized learning;**

**Whereas, each student deserves to learn about and practice a healthy lifestyle;**

**Whereas, each student deserves to learn in an environment that is physically and emotionally safe;**

**Whereas, each student deserves to be actively engaged in learning and connected to the school and broader community;**

**Whereas, many Tacoma community partners have come together to create a network of social emotional support for students outside the school day;**

**Whereas, the average graduation rate for Tacoma Public Schools students has increased steadily since 2010;**

**Whereas, according to the Centers for Disease Control and Prevention, most United States youth do not get the recommended amount of daily physical activity, and students who lack the food and resources for healthy living are less likely to be attentive in school and have higher absenteeism, which can lead to lower academic performance;**

**Whereas, students who feel unsafe in school are more prone to truancy and disruptive behaviors, have lower grades, and may drop out of school entirely, and**

**Now**, therefore, be it resolved by the Board of Trustees of Tacoma Public Library that the Board supports a whole child approach to education; recognizes the benefit of ensuring students are challenged, supported, healthy, safe, and engaged; encourages parents, educators, and community members to support a whole child approach to education for each student; and encourages Tacoma Public Library to identify opportunities among local, state, and national agencies to coordinate the education, health, and social service sectors serving youth in Tacoma.

S/D/V

**X DIRECTOR'S REPORT**

**XI TRUSTEES' REPORT**

**XII EXECUTIVE SESSION (Director's evaluation)**

**XIII ADJOURNMENT**