

# Minutes

September 30, 2020 – Study Session

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BOARD OF TRUSTEES: Wayne Williams, President; Sara Irish, Vice President; Donna LaFrance, Trustee; Toni Craig, Trustee; Joseph Colón, Trustee

## ATTENDANCE

**Board of Trustees:** Wayne Williams, President; Sara Irish, Vice President; Donna LaFrance; Trustee; Trustee; Joseph Colón, **Absent: Toni Craig**

**Tacoma Public Library Director & Assistant Director:** Kate Larsen, Director; Amita Lonial; Assistant Director

**Tacoma Public Library Staff:** Sam Bencoster, Latasha Ware, and John Hargis

## CALL TO ORDER

The regular meeting was held as a virtual zoom meeting. President Wayne Williams called the meeting to order at 5:30 p.m.

## PLEDGE OF ALLEGIANCE

At approximately 5:31 p.m., President Wayne Williams invited fellow board members and meeting participants to join him in reciting the Pledge of Allegiance.

## EXECUTIVE SESSION

At approximately 5:32 p.m. the board entered into executive session for discussion of 2021-22 labor budget impacts.

## DISCUSSION ITEMS

At approximately 6:34 p.m. the board returned from executive session and began discussions regarding the annual performance evaluation of the Library Director. Cathy Journey, City of Tacoma Human Resources Manager, gave briefing of potential evaluation formats. The Board of Trustees choose a reflection tool which will accompany a discussion of the Director's performance. Metrics will include but not be limited to strategic plan objectives and COVID-19 response. Cathy Journey will return to future board meetings to assist trustees throughout the evaluation process.

## FOR THE GOOD OF THE ORDER

n/a

## ADJOURNMENT

The meeting adjourned at 7:05 p.m.

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

The next Board Meeting will be October 21, 2020 at 5:30 p.m.

The next Board Strategic Retreat will be on November 7, 2020 @ 10:30am

*Wayne Williams*

[Wayne Williams \(Oct 30, 2020 10:00 PDT\)](#)

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Wayne Williams

President

Tacoma Public Library Board

*kate larsen*

[kate larsen \(Oct 30, 2020 09:44 PDT\)](#)

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Kate Larsen

Library Director and Secretary to the

Tacoma Public Library Board