

BOARD OF TRUSTEES:

Julio Quan, President
Lillian Hunter, Vice President
John R. (Jack) Connelly, Jr., Trustee
Wayne Williams, Trustee
John Wallace, Trustee

MINUTES
August 15, 2012

CALL TO ORDER

President Julio Quan called the August 15, 2012 Regular Board Meeting to order at 5:30 p.m. The meeting was held at the Wheelock Library, 3722 N. 26th, Tacoma.

ATTENDANCE

Library Board: President Julio Quan, Vice President Lillian Hunter, Trustee Wayne Williams, and Trustee John Wallace were present. Trustee John R. (Jack) Connelly, Jr. was absent.

Library Staff: Library Director Susan Odencrantz, Business Manager Lynn Uglick, Fern Hill and South Tacoma Branch Manager Janet Myers, AFSCME Chair/Acting Library Associate Angelo DeFazio, Human Resources Manager Kathleen Earl, Confidential Assistant Karen Meyer, Tech Services Manager Carolyn Goolsby, Wheelock Branch Manager Cheryl Towne, Community Relations Officer David Domkoski, and Training Supervisor Julie Ciccarelli were present.

City Staff: Human Resources Director Joy St. Germain was present.

Public: Jennine Trachier, Don Lacky, and Dorothy McBride were present.

APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the July 18, 2012 Board Meeting. Motion carried.

APPROVAL OF STRATEGIC PLAN BUDGET MINUTES

The motion was moved and seconded to approve the Minutes of the August 1, 2012 Budget Board Meeting. Motion carried.

CONSENT ITEMS

RESOLVED, That the Board does hereby approve Consent Item #1, as presented.

1. Financial Report for July 2012

The motion was moved, seconded, and passed.

RESOLVED, That the Board does hereby approve Consent Items #2 and #3, as presented

2. HR Report for July 2012
3. Circulation Summary for July 2012

The motion was moved, seconded, and passed.

PAYMENT OF BILLS

RESOLUTION 12063: 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 12064: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the July 2012 payments for City of Tacoma services provided to the Tacoma Public Library as presented in Attachment B. The motion was moved, seconded, and passed.

PUBLIC COMMENTS

Dorothy McBride asked about private funding for the Library.

UNFINISHED BUSINESS (NONE)

NEW BUSINESS

RESOLUTION 12065: Closures for III Integrated Library System (ILS) Staff Training – Approval

Resolved, That the Board approves the following library closures for the purpose of training staff to use the new ILS for III:

Kobetich and Moore	September 11-13, 2012
Mottet	September 11-15, 2012
Fern Hill	September 18-20, 2012
South Tacoma	September 18-22, 2012
Swasey	September 25-27, 2012
Wheelock	October 2-4, 2012
Main (to migrate the system)	October 22, 2012
Main and all branches (“Soft” go live without patrons)	October 23, 2012

RESOLUTION 12066: Change in Venue - Approval

Resolved, That the Board approves the venue change for the September Board meeting. September 19, 2012 will be at Wheelock due to South Tacoma being closed for III (ILS) training.

RESOLUTION 12067: Library closure for annual benefits fair – Thursday, November 15, 2012 from 9:00 a.m. to 1:00 p.m. - Approval

Resolved, That the Board approves the Library closure for the annual benefits fair on November 15, 2012. All libraries will be open to the public from 1:00 p.m. to 6:00 p.m.

RESOLUTION 12068: Authorization to Declare Items for Surplus – Approval

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

RESOLUTION 12069: 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.

DIRECTOR'S REPORT

Library Director Odenrantz encouraged the Board to attend the Summer's Reading Club Zoo Party at Point Defiance on August 18th.

The Staff Training Day is Thursday, August 23rd this year.

The Budget presentation to the City Council will be at noon on Tuesday, August 28th.

TRUSTEES' REPORT

Trustee Hunter asked for the employee's names to be included on the Organizational Chart which is part of the HR Report in the Consent Items. She also asked that a short presentation from Branch Managers be included on future Agendas; especially from the Branch Manager at the Board Meeting site.

Trustee Quan will be on TV Tacoma on Thursday, August 30th to discuss Alfredo Arreguin's (an international artist who resides in Seattle and is a friend of Dr. Quan's) art work. The display will open on Saturday, September 1st. A reception honoring Mr. Arreguin will be held on September 13th in the Handforth Gallery.

EXECUTIVE SESSION

At 5:55 p.m., the Board voted to adjourn until 6:30 p.m. to conduct an Executive Session to discuss the criteria for the Library Director's quarterly review.

At 6:30 p.m., the Board extended the Executive Session until 7:00 p.m.

At 7:00 p.m., the Board extended the Executive Session until 7:16 p.m.

At 7:16p.m., the Board reconvened Open Session.

ADJOURNMENT

Following proper motion, the meeting adjourned at 7:17 p.m. The next Board Meeting will be held on September 19, 2012 at 5:30 p.m. at the Wheelock Library, 3722 N. 26th.

Julio Quan

President
Tacoma Public Library Board

SUSAN L. ODENCRANTZ

Library Director and Secretary to
the Tacoma Public Library Board