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BOARD OF TRUSTEES:

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

MINUTES
September 19, 2012

CALL TO ORDER

President Julio Quan called the September 19, 2012 Regular Board Meeting to order at 5:33 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, Trustee John R. (Jack) Connelly, Jr., and Trustee John Wallace were present.

Library Staff: Library Director Susan Odencrantz, Business Manager Lynn Uglick, 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, Kobetich Branch Manager Susan Marihugh, Main Manager Nathan Bomer, Children's Librarian Maria Pontillas were present.

City Staff: Training and Development Manager Cathy Journey was present.

Public: Jennine Trachier, and Don Lacky were present.

APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the August 15, 2012 Board Meeting. Motion carried.

CONSENT ITEMS

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

1. Financial Report for August 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 August 2012
3. Circulation Summary for August 2012

The motion was moved, seconded, and passed.

PAYMENT OF BILLS
RESOLUTION 12070: 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 12071: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the August 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 (NONE)

UNFINISHED BUSINESS (NONE)

NEW BUSINESS

RESOLUTION 12072: Request approval for the contract extension with West Coast Industries for building maintenance services under TPL Specification #090701 at our seven Tacoma Public Library branches for the third additional period; October 20, 2012 through October 19, 2013 at a cost of $76,336.08 – APPROVAL.

Resolved, That the Board approves and authorizes the contract extension with West Coast Industries for building maintenance services under TPL Specification #090701 at our seven Tacoma Public Library branches for the third additional period; October 20, 2012 through October 19, 2013 at a cost of $76,336.08.
The motion was moved, seconded, and passed.

RESOLUTION 12073: Request approval for the contract extension with Blue Sky Landscaping Services, Inc. for landscaping care and grounds maintenance under TPL Specification #090702 at the Main Tacoma Public Library and its seven branches for the third additional period; November 1, 2012 through October 31, 2013 at a cost of $34,295.40 – APPROVAL.

Resolved, That the Board approves and authorizes the contract extension with Blue Sky Landscaping Services, Inc. under TPL Specification #090702 at the Main Tacoma Public Library and its branches for the third additional period; November 1, 2012 through October 31, 2013 at a cost of $34,295.40.
The motion was moved, seconded, and passed.

RESOLUTION 12074: Request approval to add to the 2012-2014 Strategic Plan "Goal 4: Identify and develop collaborative opportunities for public/private partnerships." **- APPROVAL**

Resolved, That the Board approves adding the following as Goal 4 of the 2012-2014 Strategic Plan previously adopted on June 23, 2012 – "Goal 4: Identify and develop collaborative opportunities for public/private partnerships."
The motion was moved, seconded, and passed.

POWERPOINT PRESENTATION by Children's Librarian – Maria Pontillas regarding the Summer Reading Club program.

The 2012 Summer Reading Club themes were: "Dream Big Read" for the Children, "Own the Night" for the Teens, and "Between the Covers" for the Adults. Children's Librarian Maria Pontillas provided an overview of the SRC using a PowerPoint presentation which included the following statistics:

	Sign-ups	Finishers	Books Read
Kids	4,088	2,322	49,587
Teens	793	209	3,796
Adults	1,251	471	4,137

There were many programs to encourage reading, such as: Stuffed Animal Sleepover, Fancy Nancy's Day with Dad, Star Wars Event, Hunger Games, and Angry Birds. The 2012 SRC concluded with 1500 attendees at the Zoo Party.

BRANCH MANAGER'S REPORT – Cheryl Towne – Wheelock

1. History of the north end regional branch including
   The land was purchased in 1920 for $3,100 with money raised by 731 contributors. In 1926, Mrs. Anna E. McCormick gave $25,000 for the building and furnishings. The first day the branch opened in 1927, 200 children received library cards. In 1995, longtime resident and library patron Virginia Wheelock Marshall made a generous bequest (in excess of $2.4 million) to the Tacoma Public Library to honor her mother, Anna Lemon Wheelock, an early Tacoma area pioneer. Under the terms of the bequest, the addition to the original north end library was named to honor Mrs. Wheelock. The original library, now used for community meeting rooms, is known as the Anna E. McCormick Community Rooms.
2. Branch Overview (size/collection, staffing, # of computers, etc.)
3. Community Involvement (annual Proctor events, Star Center storytimes, business district, Zoo, farmers market, etc.)
4. School Involvement (field trips, Head Start policy council, back to school/literacy nights, etc.)
5. Future (WaHoyt school closure, presentation at business district meeting, etc.)

DIRECTOR'S REPORT

Library Director Odencrantz thanked Children's Librarian Maria Pontillas and Branch Manager Cheryl Towne for their presentations. She said that the Summer Reading Program's Zoo Party has been a partnership with Metro Parks for thirteen years.

The All Staff Day focused on customer service skills this year.

The Library Director has met with Julia Garnett who will be working at the Education Foundation.

The gallery exhibit featuring the work of artist Alfredo Arreguin was extremely popular with our public. A program featuring Mr. Arreguin was held in the Olympic Room on Thursday, September 13th, that drew a capacity crowd.

The City Manager's Office will inform the public about the 2013/2014 City budget through workshops and televised presentations to the City Council through October and November.

Today, Director Odencrantz attended the Tacoma City Club luncheon for Carla Santorno, new Superintendent of Tacoma Public Schools.

Director Odencrantz will meet with Dorothy McBride, a patron, on September 28th to discuss the Library Foundation.

TRUSTEES' REPORT (NONE)

EXECUTIVE SESSION –Cathy Journey, Training and Development Manager

At 6:30 p.m., the Board voted to adjourn until 7:30 p.m. to conduct an Executive Session to discuss the criteria for the Library Director's quarterly review.
At 7:30 p.m., the Board extended the Executive Session until 8:00 p.m.
At 8:00 p.m., the Board extended the Executive Session until 8:10 p.m.
At 8:10 p.m., the Board extended the Executive Session until 9:00 p.m.
At 9:00 p.m., the Board reconvened Open Session.

ADJOURNMENT

Following proper motion, the meeting adjourned at 9:01 p.m. The next Board Meeting will be held on October 17, 2012 at 5:30 p.m. at the Moore Library 215 S. 56th St.

Julio Quan
President
Tacoma Public Library Board

SUSAN L. ODENCRANTZ
Library Director and Secretary to
the Tacoma Public Library Board