

Minutes

APRIL 17TH, 2024

BOARD OF TRUSTEES: Andrea Cobb, President; Sara Irish, Vice President; Theresa Pan Hosley, Trustee; J. Manny Santiago, Trustee; Elizabeth Bowman, Trustee

MEETING LOCATION

South Tacoma Library, 3411 South 56th Street, Tacoma, WA 98409

CALL TO ORDER

Call to order by President Cobb at 5:32 pm

Present: Manny Santiago, Elizabeth Bowman, Andrea Cobb, Kate Larsen

Staff: Melissa Fitzgerald, Gabby Fuentes, Amita Lonial, JoLyn Reisdorf, Lesley Caldwell, Sam Bencoter, Rodney Croston, Zac Matthews, Lyndea Kelleher, Malcolm White, Michelle Massero, dindria barrow, Mariesa Bus

4 members of the public

Absent: Sara Irish, Theresa Hosley

LAND AND CULTURAL HISTORY ACKNOWLEDGEMENT

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

RESOLUTION 24027

1. Minutes of the March 20, 2024, Board Meeting
2. Financial Report for March 2024
3. HR Report for March 2024
4. Library Services Report for March 2024

Motioned, seconded, approved

PAYMENT OF BILLS

RESOLUTION 24028: Payment of Bills Per Vouchers – Authorization

The Board authorizes the payment of bills per voucher as presented, and further, the Board approves and ratifies the checks issued in March 2024 by the City of Tacoma for Tacoma Public Library claims as summarized and documented in materials submitted to the Board.

Motioned, seconded, approved

RESOLUTION 24029: Ratify Recurring Monthly Expenditures – Approval

The Board approves and ratifies the March 2024 payments for the City of Tacoma services provided to Tacoma Public Library, as presented.

Motioned, seconded, approved

PUBLIC COMMENTS – No public comment

STAFF RECOGNITION – April Staff Anniversaries

DISCUSSION ITEMS

Director Transition

Time for getting Board aligned while we search for a new Director and regularly discuss next steps. Hope to conduct study sessions to continue fleshing out our timeline and process.

NEW BUSINESS

RESOLUTION 24030: Request that the Board award a contract to McKinstry Essention, LLC for a Facility Condition Assessment and Library Services Study for a term of April 18, 2024 to August 31, 2024 and a not-to-exceed amount of \$131,825 plus applicable taxes.

Motioned, seconded, approved

RESOLUTION 24031: Request that the Board authorize staff to award a Purchase Order to Legacy Group, Inc., for Main Library furniture, for up to \$133,863.98 plus applicable taxes.

Motioned, seconded, approved

RESOLUTION 24032: Request that the Board recognize the generous donation of \$2,000 from Cathi Sagstad.

Motioned, seconded, approved

RESOLUTION 24033: Request that the Board adopt the Recruitment and Selection policy #41.00 as presented.

Motioned, seconded, approved

RESOLUTION 24034: Request that the Board adopt the Compensation Plan for Non-Represented Classifications policy #10.09 as presented.

Motioned, seconded, approved

DIRECTOR'S REPORT

Overview of TPL monthly snapshot. Fern Hill HVAC work has started. Capital Facilities Bond Update.

TRUSTEES REPORT

Santiago: Was able to attend the mural unveiling and felt incredibly welcomed. Got two trees from Tacoma Tree Foundation.

Cobb: Had a good prep meeting for the joint meeting on the 30th.

ADJOURNMENT

Adjourned at 6:16pm

The next regular Board meeting is Wednesday, May 15th, 2024, at 5:30 p.m. at the Moore Library, 215 S 56th St, Tacoma, WA 98408

Andrea Cobb

[Andrea Cobb \(May 20, 2024 21:28 PDT\)](#)

Kate Larsen

[kate larsen \(May 30, 2024 11:41 PDT\)](#)











2024-04-17 Minutes

Final Audit Report

2024-05-30

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