

Special Session Minutes

April 25TH, 2024

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

MEETING LOCATION

Conf Room #148, 747 Market Street m 212, Tacoma, WA 98402 or On-line at

<https://events.gcc.teams.microsoft.com/event/e6701e88-e2d9-4a08-b7e6-4d31cb4ea6f7@8ef8e5fc-f375-40ae-ab99-e5cee9801271>

CALL TO ORDER

President Cobb called the meeting to order at 8:35am

Present: Andrea Cobb, Sara Irish, Elizabeth Bowman, Rodney Croston, Lyndea Kelleher

Absent: Manny Santiago, Theresa Pan Hosley

DISCUSSION ITEMS

Director Transition and Succession Planning

1. Deadlines
 - i. 5 regular Board meetings to conduct search business before re-opening of Main
2. Applicable Regulations
 - i. [RCW 27.12.210 Library Trustees Powers and Duties](#)
 - ii. [RCW 27.12.215 Job Recruitment Expenditures Authorized](#)
 - iii. [RCW 27.04.055: Qualifications of Librarians—Rules—Fees. \(wa.gov\)](#)
 - iv. [Open Public Meeting Act](#)
3. Search Options Review: Process, Timeline, & Cost
 - i. National Search Firm
 - ii. City of Tacoma HR Staff
 - iii. Appointment of Qualified Candidate
4. Board Search Sub-Committee Selection
 - i. Elizabeth & Andrea
5. Preparation
 - i. Classification Specification & Wages
 - ii. Requires adoption by BoT – next meeting May 15th, 2024
 1. Draft ready for review by May 8th, 2024
 2. Track changes feedback to RC & LK by May 3rd, sub-committee meets week of May 6 to finalize edits

Future Discussion Items

1. Candidate Sourcing
2. Candidate Screening
3. Interviews
4. Offer
5. Transition
6. Timelines
7. Communication

ADJOURNMENT

Adjourned at 9:32am

The next regular Board meeting is Wednesday, May 15th at the Moore Branch, 215 S 56th St, Tacoma, WA 98408

Andrea Cobb

[Andrea Cobb \(May 20, 2024 21:26 PDT\)](#)

Kate Larsen

[kate larsen \(May 30, 2024 11:40 PDT\)](#)










2024-04-25 Minutes Special Session

Final Audit Report

2024-05-30

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