

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
MEETING MINUTES – APRIL 13, 2022**



CALL TO ORDER

Chair Jamilyn Penn called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:30 pm. Board members present were Jamilyn Penn, Pat Jenkins, Neesha Patel, Pam Duncan, and Abby Sloan. The meeting was conducted virtually due to the Safe Start Washington Reopening Plan to slow the transmission of the coronavirus.

PUBLIC COMMENT

Marcellus Turner, former Executive Director of the Seattle Public Library and current Executive Director of the Charlotte Mecklenburg Library, expressed his appreciation and admiration of Executive Director Georgia Lomax and her work at Pierce County Library System.

CONSENT AGENDA

1. Approval of Minutes of March 8, 2022, Special Meeting
2. Approval of Minutes of March 9, 2022, Regular Meeting
3. Approval of March 2022 Payroll, Benefits and Vouchers
4. Holiday Policy Update
5. Vehicle Expenditure Request

Trustee Jenkins moved for approval of the consent agenda. Trustee Duncan seconded the motion. Motion carried.

ROUTINE REPORTS

Fundraising Performance Report – Foundation Director Dean Carrell reported the Library Giving Day fundraising event held on April 6, 2022 raised approximately \$54,000 to date. He thanked the trustees for their support and for sharing the information about the event within their networks.

Metrics Dashboard – Deputy Director Melinda Chesbro reported the number of library visitors rose rapidly when in-branch services were offered after the extended closure due to the pandemic and have since leveled off. She anticipates seeing an increase in the number of visitors when in-branch programming resumes.

Customer Experience Services Report – Customer Experience Deputy Director Connie Behe reported she has been working with Friends of the Library to develop plans for resuming book sales.

BOARD EDUCATION AND SERVICE

Director Lomax introduced the Board to Tamara Meredith, PhD, Director of Jefferson County Library District. Dr. Meredith provided an informational overview on the concept of Intellectual Freedom and how libraries abide by the First Amendment right to seek and receive information from all points of view without restriction.

NEW BUSINESS

2021 Year-End Financial Review

Trustee Duncan moved to approve Resolution 2022-05: To Transfer a Portion of the General Fund Balance to the Capital Improvements Fund. Trustee Jenkins seconded the motion. Motion carried.

Trustee Patel moved to approve Resolution 2022-06: To Close the 2021 Fiscal Year. Trustee Duncan seconded the motion. Motion carried.

Lakewood Building Issues – Director Lomax provided an overview of the 2019 future libraries study on the Lakewood and Tillicum libraries. The process involved community engagement, fundraising feasibility studies and assessments of the condition of the libraries. The progress was halted by the pandemic and subsequently postponed.

Both the Lakewood and Tillicum libraries are undergoing problematic structural issues which will require major repairs. Studies are underway to assess the full extent of costs. It is evident the Lakewood Library roof will need to be removed and replaced. The Library will develop a plan to provide service in a temporary location while working to fully understand costs, impact and options for addressing the situation.

The Library has been in discussions with the City of Lakewood to partner in convening a community advisory committee to review the situation, evaluate options and bring recommendations for next steps to ensure the Library is providing services in welcoming, comfortable and up-to-date buildings in the City of Lakewood.

The Library and City of Lakewood have created an Interlocal Agreement to share the costs for conducting the process.

Trustee Patel moved to approve authorize the Executive Director to sign the Interlocal Agreement between the City of Lakewood and PCLS. Trustee Duncan seconded the motion. Motion carried.

EXECUTIVE SESSION

At 5:17 pm, Trustee Duncan moved to recess to Executive Session, per RCW 42.30.110, to discuss personnel matters for approximately 10 minutes. Trustee Jenkins seconded the motion. Motion carried. The session ended at 5:28 pm.

UNFINISHED BUSINESS

Executive Director Executive Director Salary Agreement

Trustee Patel moved to authorize Board Chair Jamilyn Penn to sign the employment agreement between Pierce County Library System and Gretchen Caserotti. Trustee Jenkins seconded the motion. Motion carried.

Executive Consultant Agreement

Trustee Jenkins moved to authorize Jamilyn Penn, as Board Trustee Chair, to negotiate, approve, and sign an Agreement between the Library and Georgia Lomax. Trustee Patel seconded the motion. Motion carried.

ANNOUNCEMENTS

Thank you to Executive Director Georgia Lomax for her service to PCLS.

Following many sentiments of appreciation and gratitude from the trustees to Director Lomax for her service to Pierce County Library System, she responded with thanks to the trustees for their kind words and for recognizing and supporting the work she led to provide library services to the communities. Lomax shared her pride in the Library System, its staff and volunteers, Friends of the Library and the Foundation, adding her excitement to see incoming Executive Director Gretchen Caserotti lead the system forward and continue the great work accomplished by so many. Lomax expressed her gratitude for the opportunity to lead the Pierce County Library System and noted she was honored to be a part its history.

ADJOURNMENT

The meeting was adjourned at 5:50 pm on motion by Trustee Jenkins, seconded by Trustee Duncan.

Melinda Chesbro, Interim Secretary

Jamilyn Penn, Chair