

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
MEETING MINUTES – MAY 11, 2022**



CALL TO ORDER

Chair Jamilyn Penn called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:31 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

Robert Estrada, President of the Friends of the Lakewood Library, commented on the activities of the Friends support at the Lakewood Library. They will be holding a book sale on May 20, 21, 27 and 28.

CONSENT AGENDA

1. Approval of Minutes of April 13, 2022, Special Meeting
2. Approval of April 2022 Payroll, Benefits and Vouchers
3. Administrative Center Library (ACL) Elevator Modernization
4. Resolution 2022-07: To Declare Furnishings and Equipment Surplus to Public Service Needs

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

BOARD MEMBER REPORTS

Chair Penn welcomed audience member and new Executive Director Gretchen Caserotti to the meeting.

ROUTINE REPORTS

Fundraising Performance Report – Foundation Director Dean Carrell reported donations have increased. The Foundation welcomed 55 new donors, with 17 are recurring donors who will contribute a monthly gift throughout the year. The Foundation Board adopted a resolution formalizing a Planned Giving program.

Metrics Dashboard – Deputy Director Melinda Chesbro reported she would provide comparative use statistics to the Board every quarter.

March Financial Report – Director Cliff Jo reported the Library received \$17 million in property taxes on April 30, 2022.

Customer Experience Services Report – Customer Experience Deputy Director Connie Behe reported staff have conducted many community outreach activities over the past month, including engaging with the ALICE community. She expressed the Library's great appreciation for the Friends of the Lakewood Library for the important work they do and the value they bring to the Lakewood community and recognized the impact on Lakewood Library staff during the upcoming closure.

UNFINISHED BUSINESS

Lakewood Building Issues – Director Chesbro reported the importance in closing service in the Lakewood Library and plan for temporary services in a new location.

Chair Penn expressed interest in learning how the Library will be addressing staff’s needs in an upcoming report. She also expressed appreciation to the Lakewood Friends and their continued support during this transition. She encouraged the trustees who haven’t visited the Library to do so before the facility closes.

Trustee Sloan added how valuable the Friends have been to the Library in her community.

Director Behe noted over 40 applications were received for the Lakewood Community Advisory Committee and represent a wide variety of diversity in their experiences and work in the Lakewood community. She noted staff and the wider community will have additional opportunities to provide input and feedback. Those community outreach plans are still being developed.

NEW BUSINESS

New Executive Director Signing Authority

Trustee Jenkins moved to approve Resolution 2022-08: To Designate Primary and Alternate Signatory, Investment and Auditing Officers. Trustee Duncan seconded the motion. Motion carried.

ANNOUNCEMENTS

The Friends of Lakewood Library Book Sale will be held the last two Fridays and Saturdays of the month.

ADJOURNMENT

The meeting was adjourned at 4:50 pm on motion by Trustee Patel, seconded by Trustee Duncan.

Gretchen Caserotti, Secretary

Jamilyn Penn, Chair