

CALL TO ORDER

Chair Jamilyn Penn called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:32 pm. Board members present were Jamilyn Penn, Pat Jenkins and Neesha Patel. Pam Duncan joined the meeting at 3:36 pm, and Abby Sloan joined the meeting at 3:37 pm. The meeting was conducted virtually and in person.

PUBLIC COMMENT

The following members of the Lakewood community addressed the Board:

Dr. Carlo Manetti, James Dunlop, Tichomír Dunlop, Judith Manetti, Matthew McCarthy
Christina Manetti, Helen Wagner.

CONSENT AGENDA

1. Approval of Minutes of May 11, 2022, Special Meeting
2. Approval of May 2022 Payroll, Benefits and Vouchers
3. Resolution 2022-09: To Declare Furnishings and Equipment Surplus to Public Service Needs
4. Resolution 2022-10: Appointing The Agent To Receive Claims For Damages

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

BOARD MEMBER REPORTS

Trustee Duncan visited the Friends of the Lakewood Library book sale and enjoyed the experience.

ROUTINE REPORTS

Inaugural Executive Director Report – Executive Director Gretchen Caserotti extended her appreciation for the warm welcome and thoughtfulness from staff. She will be visiting all branch locations within the month. She expressed her gratitude to have heard Lakewood community members, adding the Library intends to honor the history, tradition and the comments received about the Lakewood Library. She noted the Library has engaged in a collaborative decision making process with the City of Lakewood in the formation of the joint advisory committee who will bring their recommendations to the Board in the future.

Director Caserotti intends to regularly meet with the board chair and will be meeting individually with each of the trustees this summer as she builds her relationship with the Board in service to the community. She expressed excitement in bringing her own ideas and experiences to the work being done in the Library System.

Fundraising Performance Report – Foundation Director Dean Carrell reported the Foundation is on pace to meeting its annual campaign goals. He noted the capital campaign figures in the dashboard do not reflect the recent \$50,000 commitment from a generous donor, putting the donations received at \$1,243,000 in commitments to date.

Metrics Dashboard – Deputy Director Melinda Chesbro reported the allocation of the World Language collection and the use of the Streaming video service will be shared in a future meeting.

April Financial Report – Finance and Business Director Cliff Jo reported the Library received an additional \$3.4 M of its 2022 property tax revenue in May and is on track to receive all projected taxes for the year.

Customer Experience Services Report – Public Services Deputy Director Connie Behe reported a plan is in place to reinstate the full range of services in all library locations, including reopening of the public meeting rooms.

UNFINISHED BUSINESS

Lakewood Building Condition – Deputy Director Behe noted there are 47 programs that are part of the summer reading program that was planned for the Lakewood Library. There were no in-building programs since the pandemic but the Library has committed staff and the bookmobile to continue offering programs outside the library building and in the community as it has been since the pandemic.

Staff are developing an interim services plan for robust outreach and community engagement in Lakewood. She noted the temporary branch location has not yet been finalized. Staff have been relocated and no layoffs were made in this transition.

Advisory Committee – Deputy Director Behe and Executive Director Caserotti attended the Lakewood City Council meeting during which the appointed committee members were announced. The first meeting will be held in June.

NEW BUSINESS

2023 Budget Calendar – Director Jo provided an overview of the budget calendar and process that will take place during the next several months. He anticipated property values to grow from \$444,000 to near \$500,000 next year given the growth of residential values in the Library's taxing district. The Library will receive the assessor's preliminary certificate in September.

OFFICERS REPORTS

Great Resignation – Staff Experience Director Chereé Green noted plans are underway to include additional tracking data to capture reasons for voluntary retirement of employees.

2020 Fiscal Audit – Director Jo reported the exit conference will take place later this month. Trustee Patel will continue to participate in the process.

Buckley Library Site Evaluation Update – Director Jo noted the costs for remediation are being identified and are within the anticipated range.

EXECUTIVE SESSION

At 4:30 pm, Trustee Patel moved to recess to Executive Session, per RCW 42.30.110, to discuss property matters for approximately 10 minutes. Trustee Jenkins seconded the motion. Motion carried. The session ended at 4:45 pm.

NEW BUSINESS (CONT.)

Trustee Jenkins authorized the Library to sole-source commercial broker representation to Jeff Williams at Berkadia. Trustee Duncan seconded the motion. Motion carried.

Trustee Duncan authorized the Library to extend BuildingWork Architects contract to include the design of the leased space for the Lakewood Library. Trustee Patel seconded the motion. Motion carried.

ANNOUNCEMENTS

Director Caserotti encouraged the Board to participate in and mention the Library’s summer reading programs.

ADJOURNMENT

The meeting was adjourned at 4:53 pm on motion by Trustee Jenkins, seconded by Trustee Patel.

Gretchen Caserotti, Secretary

Jamilyn Penn, Chair