

AGENDA

Regular Meeting of the Pierce County Library System Board of Trustees

April 13, 2016

3:30 pm

3:30 pm	01 min.	Call to Order: Rob Allen, Chair	
3:31 pm	05 min.	Public Comment: <i>This is time set aside for members of the public to speak to the Board of Trustees. Unless the item you wish to discuss is of an emergency nature, the Board ordinarily takes matters under advisement before taking action. Please sign up at the time of the meeting to speak during the Public Comment period, and limit your comments to three minutes.</i>	
3:36 pm	04 min.	Consent Agenda	ACTION
		1. Approval of Minutes of the March 9, 2016, Regular Meeting	
		2. Approval of March 2016 Payroll, Benefits and Vouchers	
3:40 pm	05 min.	Board Member Reports	
3:45 pm	10 min.	Routine Reports	
		1. Dashboard, Georgia Lomax	
		2. March 2016 Financial Report, Dale Hough	
		3. Executive Director Report, Georgia Lomax	
3:55 pm	10 min.	New Business	
		1. Board Meeting Locations, Georgia Lomax	
4:05 pm		Board Education and Service Reports	
	10 min.	1. Strategic Planning Update, Georgia Lomax	
	40 min.	2. 2016 Work Plan Progress, Melinda Chesbro	
		a. AWC WellCity Award, Chereé Green	
4:55 pm	20 min.	Officers Reports	
		1. Introduction of New Pierce County Library System Managers, Melinda Chesbro	
		2. Foundation Donations by Text, Lynne Hoffman	
		3. Pierce County Reads Update, Jaime Prothro	
		4. StoryCorps Animated Short, Georgia Lomax	
5:15 pm	01 min.	Announcements	
5:16 pm		Adjournment	

Consent Agenda

CALL TO ORDER

Chair Robert Allen called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:32 pm. Board members present were Linda Ishem, Donna Albers and Monica Butler and J.J. McCament.

PUBLIC COMMENT

Mr. Mitchell Shook, founder of Advanced Stream Broadband, shared information about his company and encouraged the Board of Trustees to consider utilizing Click network as the Library's internet provider. He said his company would be honored to donate 100MB service to the University Place Library.

CONSENT AGENDA

1. Approval of Minutes of the February 10, 2016, Regular Meeting
2. February 2016 Payroll, Benefits and Vouchers
 - Payroll Warrants 3673-3675, dated 02/01/16-02/29/16 in the amount of \$1,869.77
 - Payroll Disbursement Voucher dated 02/05/16 in the amount of \$579,144.38
 - Payroll Disbursement Voucher dated 02/21/16 in the amount of \$591,316.29
 - Accounts Payable Warrants 625531-625650 dated 02/01/16-02/29/16 in the amount of \$1,134,375.57

Ms. Ishem moved for approval of the consent agenda. Ms. Albers seconded the motion and it was passed.

BOARD REPORTS

Ms. Ishem attended the 2016 Urban Studies Forum called Alternate Visions of Livability.

Ms. Butler attended the Search for Meaning book festival sponsored by Seattle University. Many local authors participated in the event. She encouraged the Board to attend next year's event.

ROUTINE REPORTS

February 2016 Financial Report - Dale Hough, Finance Manager, reviewed the summary report and announced he recently hired a new payroll administrator, Stacy Karabotsos.

Executive Director Activities - Georgia Lomax, Executive Director, said she spoke with attendees of the Pierce County Regional Council about the strategic planning process and the Library's interest in learning what their communities are interested in.

NEW BUSINESS

2016 Pierce County Library Foundation Agreement - Clifford Jo, Finance and Business Operations Director, and Lynne Hoffman, Fund Development Director, reviewed the terms of the agreement and the addendum between the Library and the Foundation. Mr. Jo said the addendum to the agreement serves to identify the less tangible effects of what the Foundation provides to the Library.

Ms. McCament moved to authorize Ms. Lomax to sign the Foundation Agreement as presented. Ms. Albers seconded the motion and it passed.

Ms. McCament moved to authorize Ms. Lomax to sign the Addendum as presented. Ms. Albers seconded the motion and it passed.

EXECUTIVE SESSION

At 4:05 pm Ms. Butler moved to recess to Executive Session, per RCW 42.30.110, to discuss contractual issues for twenty minutes. Ms. McCament seconded the motion and it was passed. The Session ended at 4:17 pm.

NEW BUSINESS (CONTINUED)

Ratification of 2016-2018 Collective Bargaining Agreement - Ms. Lomax thanked the union/management team for the work they did to develop the new contract.

Dianne Ellis, Local 3787 President, introduced the union's negotiating team to the Board. Members present were Dylan Carlson, AFSCME Council 2 Staff Representative; Aisha Womack, Vice President; Michelle Angel, Treasurer; Barbie Swayze, Secretary and Yuri Button, Chief Shop Steward.

Mr. Carlson said this year's process was positive for the joint Union/Management negotiating team. He credited Ms. Lomax for pushing for a more collaborative approach. He said he was proud of the Library for giving the lowest paid members an 11% wage increase, calling it a life changing agreement.

Chair Allen commended Library staff for their awards, recognition and daily work with the community, stating he was pleased to be able to support an agreement that meets the needs of both the employer and staff.

Ms. Lomax thanked the team for forging new ground and for their commitment to the collaborative bargaining process.

Ms. McCament moved to ratify the 2016 Collective Bargaining Agreement. Ms. Ishem seconded the motion and it passed unanimously.

The contract was signed by the bargaining team members of Local 3787 and the Board of Trustees.

BOARD EDUCATION AND SERVICE REPORTS

Strategic Planning Update - Ms. Lomax said the Library is near the halfway point of the community engagement process. Public participation has met expectations. She invited the Board to participate in a mock open house event similar to those being held in the branches.

The next phase of the process includes holding summits where the Library can test its conclusions and potential roles.

OFFICER REPORTS

Security Patrols Pilot - Melinda Chesbro, Deputy Director, said patrols are being conducted by a private security firm at four branches for the next four months. She said she expects this will change patterns of behavior such as overnight camping. Patrols have been in place three weeks and so far interactions between the security firm and customers have been respectful.

Since Wi-Fi availability is interfering with the implementation of the overnight parking policy, the Library will be turning it off between the hours of 11:00 pm and 7:00 am during a pilot test. An analysis of overnight traffic will be conducted during the pilot. Public, staff and law enforcement communication is being developed.

PC Reads Update - Linda Farmer, Communications Director, reported circulation of this year's books is going well. Social media efforts are positive. There are approximately 500 shares on Facebooks.

Read and Release books have been given to officials, book clubs, the Foundation and staff to leave around the County for others to discover. Ms. Lomax will receive the PC Reads proclamation from the Pierce County Council on March 15, 2016. She said she will be sharing Alexie's new children's book, *Thunderboy, Jr.*, during the meeting. The book will be released in May.

Jason Anderson, Librarian at University Place, interviewed author Sherman Alexie at Seattle Public Library this week for a series of videos. Videos will be shared with staff and posted to social media.

Vacancy Updates - Mr. Jo reported he selected the new IT Manager. Ms. Lomax reported she and Ms. Chesbro are currently narrowing down candidates for the Customer Experience Director position.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

The meeting was adjourned at 5:15 pm on motion by Ms. McCament, seconded by Ms. Ishem.

Georgia Lomax, Secretary

Rob Allen, Chair

March 2016 Payroll, Benefits and Vouchers

	<u>Warrant Numbers</u>	<u>Date(s)</u>	<u>Amount</u>
Payroll Warrants	3676-3694	3/1/16-3/30/16	\$5,456.71
Electronic Payments - Payroll & Acct Payable		03/07/16	\$541,304.77
Electronic Payments - Payroll & Acct Payable		03/21/16	\$615,222.38
Electronic Payments - Payroll & Acct Payable	<i>Retro</i>	03/25/16	\$45,335.31
Electronic Payments - Payroll & Acct Payable	<i>Retro</i>	03/25/16	\$216.41
Accounts Payable Warrants	625651-625768	3/1/16-3/30/16	\$1,170,133.38
Total:			<u><u>\$2,377,668.96</u></u>

Check History Listing
Pierce County Library System

Check #	Bank	Date	Paid to	Status	Can/Vd Date	Pay Period Dates	Dir Dep	Amount
3676	pr	03/07/2016	KREIS, TYLER			02/16/16 - 02/29/16	0.00	315.58
3677	pr	03/21/2016	ADIZAS, NILO			03/01/16 - 03/15/16	0.00	26.55
3678	pr	03/21/2016	HICKEY, RIKKI			03/01/16 - 03/15/16	0.00	590.88
3679	pr	03/21/2016	TUCKER, KENNETH			03/01/16 - 03/15/16	0.00	552.81
3680	pr	03/21/2016	KARABOTSOS, STACY			03/01/16 - 03/15/16	0.00	1,846.05
3681	pr	03/21/2016	JAWER, LYANA			03/01/16 - 03/15/16	0.00	1,050.65
3682	pr	03/25/2016	SCHORSCH, CHERILE			01/01/16 - 02/29/16	0.00	28.75
3683	pr	03/25/2016	EHLI, JESSICA			01/01/16 - 02/29/16	0.00	54.06
3684	pr	03/25/2016	CARSON, DEBRA			01/01/16 - 02/29/16	0.00	20.68
3685	pr	03/25/2016	BLISS, MARGARET			01/01/16 - 02/29/16	0.00	88.93
3686	pr	03/25/2016	HOWE, MAXINE			01/01/16 - 02/29/16	0.00	79.91
3687	pr	03/25/2016	HORST, MARCEA			01/01/16 - 02/29/16	0.00	58.85
3688	pr	03/25/2016	NICHOLS, SHARON			01/01/16 - 02/29/16	0.00	414.98
3689	pr	03/25/2016	RICHMOND, ANNALIESE			01/01/16 - 02/29/16	0.00	9.92
3690	pr	03/25/2016	STEJSKAL, KENDRA			01/01/16 - 02/29/16	0.00	71.69
3691	pr	03/25/2016	FORDHAM, SUSAN			01/01/16 - 02/29/16	0.00	5.44
3692	pr	03/25/2016	CHARON, PENELOPE			01/01/16 - 02/29/16	0.00	39.25
3693	pr	03/25/2016	WAYNO, AARON			01/01/16 - 02/29/16	0.00	169.95
3694	pr	03/25/2016	DORAN, HUGH			01/01/16 - 02/29/16	0.00	31.78
Total:							0.00	5,456.71

Checks in report: 19

Grand Total: 0.00 5,456.71

Ad-hoc bank transaction (Withdrawal)

PCL_Company

Wire Template Number in Cash-Pro :WAPC014

Description: Pierce County Rural Library

Contact Name: Rosalind Nguessan
 Contact Phone: 253-548-3449
 Contact e-mail: rnguessan@piercecountylibrary.org
 Comments: payday 3/7/2016

Withdrawal Date: 03/07/16

Company	Description	Revenue/Spend Category	Cost Center	Fund	Business Unit	Total
PCL_Company	FIT EE and EIC	237100	CC_Library_District	697-00	5100000	55,257.23
PCL_Company	FICA EE and Medicare	237100	CC_Library_District	697-00	5100000	41,757.66
PCL_Company	FICA ER and Medicare	237100	CC_Library_District	697-00	5100000	41,757.66
PCL_Company	DIR DEP	237100	CC_Library_District	697-00	5100000	388,112.73
PCL_Company	Deferred Comp. Plan	237100	CC_Library_District	697-00	5100000	12,519.50
PCL_Company	VOYA	237100	CC_Library_District	697-00	5100000	3,647.00
PCL_Company	H.S.A Employee Deductions	237100	CC_Library_District	697-00	5100000	1,560.48
PCL_Company	H.S.A Employer Contribution	237100	CC_Library_District	697-00	5100000	
PCL_Company	H.S.A Employee Fee	237100	CC_Library_District	697-00	5100000	
PCL_Company	Department of Revenue	237100	CC_Library_District	697-00	5100000	
	Payroll tax refund	237100	CC_Library_District	697-00	5100000	(3,307.49)
					Total Deposit	\$ 541,304.77

Certification:

Rosalind Nguessan
 Signature (Department Designee)

3/4/16
 Date

Comments:

Ad-hoc bank transaction (Withdrawal)

PCL_Company

Wire Template Number in Cash-Pro :WAPC014

Description: Pierce County Rural Library

Contact Name:	Stacy Karabotsos
Contact Phone:	253-548-3451
Contact e-mail:	skarabotsos@piercecountylibrary.org
Comments:	Payday 03/21/2016

Withdrawal Date: 03/21/16

Company	Description	Revenue/Spend Category	Cost Center	Fund	Business Unit	Total
PCL_Company	FIT EE and EIC	237100	CC_Library_District	697-00	5100000	66,658.91
PCL_Company	FICA EE and Medicare	237100	CC_Library_District	697-00	5100000	47,200.98
PCL_Company	FICA ER and Medicare	237100	CC_Library_District	697-00	5100000	47,200.98
PCL_Company	DIR DEP	237100	CC_Library_District	697-00	5100000	432,715.67
PCL_Company	Deferred Comp. Plan	237100	CC_Library_District	697-00	5100000	13,169.50
PCL_Company	VOYA	237100	CC_Library_District	697-00	5100000	3,647.00
PCL_Company	H.S.A Employee Deductions	237100	CC_Library_District	697-00	5100000	1,560.48
PCL_Company	H.S.A Employer Contribution	237100	CC_Library_District	697-00	5100000	
PCL_Company	H.S.A Employee Fee	237100	CC_Library_District	697-00	5100000	209.45
PCL_Company	Department of Revenue	237100	CC_Library_District	697-00	5100000	2,859.41
		237100	CC_Library_District	697-00	5100000	
Total Deposit						\$ 615,222.38

Certification:

Stacy Karabotsos
 Signature (Department Designee)

3/18/16
 Date

Comments:

Ad-hoc bank transaction (Withdrawal)

PCL_Company

Wire Template Number in Cash-Pro :WAPC014

Description: Pierce County Rural Library

Contact Name: Stacy Karabotsos
 Contact Phone: 253-548-3451
 Contact e-mail: skarabotsos@piercecountylibrary.org
 Comments: Payday 03/25/2016

Withdrawal Date: 03/25/16

Company	Description	Revenue/Spend Category	Cost Center	Fund	Business Unit	Total
PCL_Company	FIT EE and EIC	237100	CC_Library_District	697-00	5100000	1,578.77
PCL_Company	FICA EE and Medicare	237100	CC_Library_District	697-00	5100000	3,392.15
PCL_Company	FICA ER and Medicare	237100	CC_Library_District	697-00	5100000	3,392.15
PCL_Company	DIR DEP	237100	CC_Library_District	697-00	5100000	36,972.24
PCL_Company	Deferred Comp. Plan	237100	CC_Library_District	697-00	5100000	-
PCL_Company	VOYA	237100	CC_Library_District	697-00	5100000	-
PCL_Company	H.S.A Employee Deductions	237100	CC_Library_District	697-00	5100000	-
PCL_Company	H.S.A Employer Contribution	237100	CC_Library_District	697-00	5100000	-
PCL_Company	H.S.A Employee Fee	237100	CC_Library_District	697-00	5100000	-
PCL_Company	Department of Revenue	237100	CC_Library_District	697-00	5100000	-
		237100	CC_Library_District	697-00	5100000	
Total Deposit						\$ 45,335.31

Certification:

Stacy Karabotsos
 Signature (Department Designee)

3/25/16
 Date

Comments:

Ad-hoc bank transaction (Withdrawal)

PCL_Company

Wire Template Number in Cash-Pro :WAPC014

Description: Pierce County Rural Library

Contact Name: Stacy Karabotsos
 Contact Phone: 253-548-3451
 Contact e-mail: skarabotsos@piercecountylibrary.org
 Comments: Payday 03/25/2016

Withdrawal Date: 03/25/16

Company	Description	Revenue/Spend Category	Cost Center	Fund	Business Unit	Total
PCL_Company	FIT EE and EIC	237100	CC_Library_District	697-00	5100000	21.59
PCL_Company	FICA EE and Medicare	237100	CC_Library_District	697-00	5100000	97.41
PCL_Company	FICA ER and Medicare	237100	CC_Library_District	697-00	5100000	97.41
PCL_Company	DIR DEP	237100	CC_Library_District	697-00	5100000	-
PCL_Company	Deferred Comp. Plan	237100	CC_Library_District	697-00	5100000	-
PCL_Company	VOYA	237100	CC_Library_District	697-00	5100000	-
PCL_Company	H.S.A Employee Deductions	237100	CC_Library_District	697-00	5100000	-
PCL_Company	H.S.A Employer Contribution	237100	CC_Library_District	697-00	5100000	-
PCL_Company	H.S.A Employee Fee	237100	CC_Library_District	697-00	5100000	-
PCL_Company	Department of Revenue	237100	CC_Library_District	697-00	5100000	-
		237100	CC_Library_District	697-00	5100000	
					Total Deposit	\$ 216.41

Certification:

Stacy Karabotsos
 Signature (Department Designee)

3/25/16
 Date

Comments:

04/01/2016 3:27PM

Check History Listing

Pierce County Library System

Page: 1

Bank code: boa

Check #	Date	Vendor	Status	Check Total
625651	03/03/2016	000363 OVERALL LAUNDRY SERV. DBA ARAMARI		18.41
625652	03/03/2016	001875 LINDA ESKESEN		69.27
625653	03/03/2016	005330 GHA TECHNOLOGIES INC		38,302.73
625654	03/03/2016	001290 REGIONAL BUILDING SVCS CORP		507.25
625655	03/03/2016	006307 ROYCE CARLTON INC		5,750.00
625656	03/03/2016	000497 TILlicum COMMUNITY SERVICE CEN		2,880.36
625657	03/04/2016	000828 AFSCME AFL-CIO		5,743.36
625658	03/04/2016	000175 ASSOCIATION OF WASHINGTON CITI		187,742.02
625659	03/04/2016	006414 GC SERVICES, LP		178.07
625660	03/04/2016	003985 PACIFICSOURCE ADMINISTRATORS		1,249.61
625661	03/04/2016	001181 PIERCE CTY LIBRARY FOUNDATION		375.55
625662	03/04/2016	004276 STATE CENTRAL COLLECTION UNIT		151.67
625663	03/04/2016	000823 UNITED WAY		171.00
625664	03/04/2016	004782 US DEPARTMENT OF EDUCATION		175.09
625665	03/04/2016	000827 WA STATE- DEPT OF RETIREMENT S		93,651.20
625666	03/04/2016	006413 DBA GREEN CIRCLE WAKPAMNI LAKE CC	V	218.11
625667	03/07/2016	000830 BAKER & TAYLOR		4,850.00
625668	03/07/2016	000211 BONNEY LAKE CITY OF		238.19
625669	03/07/2016	000242 BUCKLEY CITY OF		231.72
625670	03/07/2016	000195 FIRGROVE MUTUAL WATER CO		271.60
625671	03/07/2016	001643 IMPACT		33.88
625672	03/07/2016	000377 PUGET SOUND ENERGY		7,476.98
625673	03/07/2016	000403 RAINIER VIEW WATER CO INC		209.72
625674	03/07/2016	000460 STEILACOOM TOWN OF		573.04
625675	03/07/2016	006435 SHIANNA UGELSTAD		16.99
625676	03/07/2016	000541 STATE OF WASHINGTON		358.65
625677	03/10/2016	005915 KAREN BROOKS		25.00
625678	03/10/2016	000895 COLUMBIA BANK		289.23
625679	03/10/2016	006235 CONTOUR		1,432.01
625680	03/10/2016	001126 DELL MARKETING LP		840.73
625681	03/10/2016	005862 ELITE PROPERTY INVESTMENTS LLC		336.80
625682	03/10/2016	005283 E-RATE EXPERTISE INC		650.00
625683	03/10/2016	005330 GHA TECHNOLOGIES INC		2,773.28
625684	03/10/2016	005272 GREEN EFFECTS INC		6,005.62
625685	03/10/2016	006421 MARKHAM INVESTIGATION - (MIP)		4,914.00
625686	03/10/2016	002023 KATHERINE NORBECK		18.15
625687	03/10/2016	006231 DAVID SECKMAN		19.98
625688	03/10/2016	001821 TYLER TECHNOLOGIES INC		16.74

Check History Listing

Pierce County Library System

Bank code: boa

Check #	Date	Vendor	Status	Check Total
625689	03/10/2016	003719 UNIQUE MANAGEMENT SERVICES		1,321.82
625690	03/10/2016	000534 WCP SOLUTIONS		1,097.97
625691	03/11/2016	003414 JEANINE ADAMS		18.98
625692	03/11/2016	006243 BEN HAINES		25.00
625693	03/11/2016	006421 MARKHAM INVESTIGATION - (MIP)		10,881.00
625694	03/11/2016	003496 TAMARA MASENHIMER		25.00
625695	03/11/2016	004022 US BANK		62,838.04
625696	03/15/2016	004022 US BANK		200,481.79
625697	03/16/2016	000830 BAKER & TAYLOR		18,302.57
625698	03/16/2016	006441 DI ANNE CHANDLER		52.90
625699	03/16/2016	000093 EBSCO		884.86
625700	03/16/2016	000243 INGRAM LIBRARY SERVICES		11,048.47
625701	03/16/2016	006442 TRICIA KNACK		10.25
625702	03/16/2016	000352 MIDWEST TAPE		12,854.97
625703	03/16/2016	006167 MINNESOTA LITERACY COUNCIL		500.00
625704	03/16/2016	000907 NEW YORK TIMES		910.00
625705	03/16/2016	001651 PARACLETE PRESS		87.44
625706	03/16/2016	000377 PUGET SOUND ENERGY		880.50
625707	03/18/2016	000830 BAKER & TAYLOR		16,845.86
625708	03/18/2016	000189 BAKER & TAYLOR ENTERTAINMENT		172.28
625709	03/18/2016	000847 CENTER POINT PUBLISHING		1,344.48
625710	03/18/2016	000243 INGRAM LIBRARY SERVICES		7,375.69
625711	03/18/2016	000352 MIDWEST TAPE	V	0.00
625712	03/18/2016	000352 MIDWEST TAPE		50,900.70
625713	03/18/2016	000406 RECORDED BOOKS LLC		2,247.70
625714	03/18/2016	001234 SPOKEN ARTS		355.81
625715	03/18/2016	000463 SUMMIT WATER & SUPPLY CO		308.96
625716	03/21/2016	003778 AFLAC		5,916.98
625717	03/21/2016	000828 AFSCME AFL-CIO		6,066.18
625718	03/21/2016	001578 COLONIAL SUPPLEMENTAL INSURANC		562.24
625719	03/21/2016	006414 GC SERVICES, LP		152.66
625720	03/21/2016	003985 PACIFICSOURCE ADMINISTRATORS		1,249.61
625721	03/21/2016	000821 PIERCE COUNTY SUPERIOR COURT		127.45
625722	03/21/2016	001181 PIERCE CTY LIBRARY FOUNDATION		370.55
625723	03/21/2016	004276 STATE CENTRAL COLLECTION UNIT		151.67
625724	03/21/2016	000823 UNITED WAY		171.00
625725	03/21/2016	004782 US DEPARTMENT OF EDUCATION		191.17
625726	03/21/2016	000827 WA STATE- DEPT OF RETIREMENT S		102,986.33
625727	03/21/2016	001168 ANIMAL CRACKERS		250.00

Check History Listing

Pierce County Library System

Bank code: boa

Check #	Date	Vendor	Status	Check Total
625728	03/21/2016	000363 OVERALL LAUNDRY SERV. DBA ARAMARI		18.41
625729	03/21/2016	006439 CODE MECHANICAL INC		547.00
625730	03/21/2016	001512 DAILY JOURNAL OF COMMERCE		222.20
625731	03/21/2016	003379 GENEVIEVE DETTMER		32.36
625732	03/21/2016	005862 ELITE PROPERTY INVESTMENTS LLC		9,436.01
625733	03/21/2016	004157 MINDY EWING		13.32
625734	03/21/2016	005272 GREEN EFFECTS INC		87.52
625735	03/21/2016	004128 LISA HEYERDAHL		20.45
625736	03/21/2016	006310 INTRACOMMUNICATION NETWORK SYS		2,273.11
625737	03/21/2016	006449 KLAMATH COUNTY LIBRARY		14.23
625738	03/21/2016	005979 METCO ELECTRIC		4,911.29
625739	03/21/2016	006184 MONKEYHOUSE MEDIA		1,200.00
625740	03/21/2016	002065 TRISHA MUSCHETT		16.95
625741	03/21/2016	003985 PACIFICSOURCE ADMINISTRATORS		169.75
625742	03/21/2016	006448 TRACEY THOMPSON		18.45
625743	03/24/2016	000830 BAKER & TAYLOR		27,310.28
625744	03/24/2016	005300 DANGER ROOM COMICS LLC		737.83
625745	03/24/2016	000093 EBSCO		59.05
625746	03/24/2016	000243 INGRAM LIBRARY SERVICES		7,397.68
625747	03/24/2016	000352 MIDWEST TAPE	V	0.00
625748	03/24/2016	000352 MIDWEST TAPE		34,536.52
625749	03/24/2016	000323 NEWS TRIBUNE		546.00
625750	03/24/2016	000377 PUGET SOUND ENERGY		3,514.15
625751	03/24/2016	000406 RECORDED BOOKS LLC		18,762.87
625752	03/24/2016	000406 RECORDED BOOKS LLC		1,472.61
625753	03/24/2016	003596 SENTIMENTAL PRODUCTIONS		255.00
625754	03/25/2016	004674 MCHUGH MANAGEMENT CONSULTING		2,755.00
625755	03/25/2016	005824 TYLER BUSINESS FORMS		252.18
625756	03/25/2016	004022 US BANK		145,139.53
625757	03/25/2016	000827 WA STATE- DEPT OF RETIREMENT S		7,121.88
625758	03/30/2016	005920 KIMBERELY ARCHER		28.00
625759	03/30/2016	006391 BERK CONSULTING INC		8,549.53
625760	03/30/2016	003938 BINW		721.02
625761	03/30/2016	002080 PATRICIA COX		14.31
625762	03/30/2016	000898 DEPARTMENT OF RETIREMENT SYSTE		91.46
625763	03/30/2016	006291 INNOVATIVE INTERFACES INC		2,585.00
625764	03/30/2016	004933 NORTHWEST HEALTH & SAFETY INC		114.79
625765	03/30/2016	001887 SUSAN RIGLEY		25.00
625766	03/30/2016	004114 MEGHAN SULLIVAN		47.52

04/01/2016 3:27PM

Check History Listing
Pierce County Library System

Page: 4

Bank code: boa

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Status</u>	<u>Check Total</u>
625767	03/30/2016	002038 ROSINA VERTZ		25.00
625768	03/30/2016	000534 WCP SOLUTIONS		355.23

boa Total: 1,170,133.38

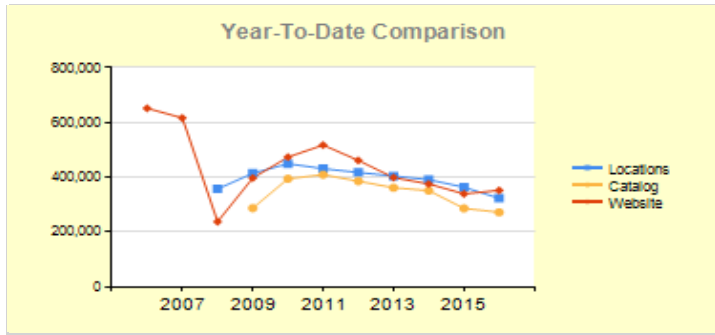
118 checks in this report

Total Checks: 1,170,133.38

Routine Reports

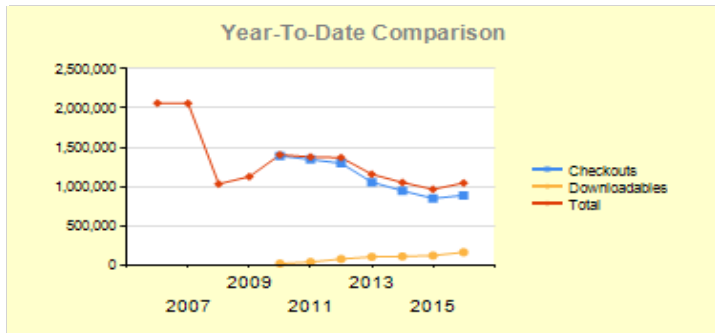
CUSTOMER SERVICE/PHILANTHROPY DASHBOARD - FEBRUARY

VISITS



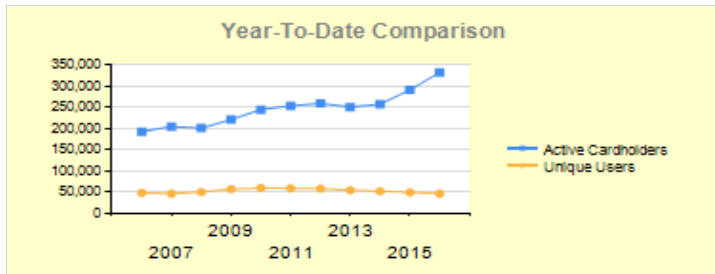
	February		
	2015	2016	% Change
Door Count	135,563	120,963	-10.77%
Catalog	136,400	125,432	-8.04%
Website	162,676	168,861	3.80%
Job & Business Portal	2,081	2,460	18.21%
Military Portal	130	60	-53.85%
Future Portal		1,757	#DIV/0!
PC Reads		1,737	#DIV/0!
Total	436,850	421,270	-3.57%

CHECKOUTS



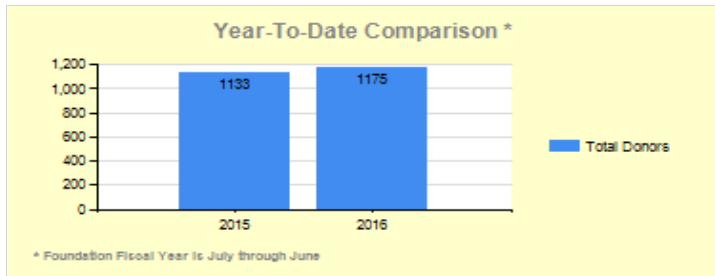
	February		
	2015	2016	% Change
Checkouts	407,130	486,152	19.41%
Downloadables	56,405	75,523	33.89%
Total	463,535	561,675	21.17%

CUSTOMERS



	February		
	2015	2016	% Change
Active Cardholders	291,649	332,549	14.02%
New Cards	3,139	2,826	-9.97%
Checkout Transactions	79,798	76,520	-4.11%
Unique Users	36,931	38,619	4.57%

PHILANTHROPY



	February		
	2015	2016	% Change
FoundationDonors	64	126	96.88%
NewFoundationDonors	13	10	-23.08%
\$ Raised by Foundation	\$31,723.00	\$48,190.00	51.91%
\$ Provided by Friends	\$318.00	\$0.00	-100.00%

BRANCH CLOSURES

2013		
Location	Dates	Duration (days)
Key Center	1/1-2/3	34
Fife	9/24-25	2

2014		
Location	Dates	Duration (days)
Gig Harbor	5/19-6/1	13
Lakewood	9/2-21	19
Pkld/Span	10/3-26	13
South Hill	11/1-30	30

2015		
Location	Dates	Duration (days)
Gig Harbor	11/9-11/22	13

Monthly Interim Financial Reports

March 31, 2016

General Fund

- County Property Tax revenue received and posted for March. We expect approximately \$9,000,000 in April.
- Overtime is over budget due to recent staff vacancies and extraordinary events in Finance and IT. Finance position has been filled. No further overtime is anticipated. In IT, due to recent unplanned email system challenges, additional staff overtime was required to work on the solution. We anticipate this being completed soon.
- Many annual service agreements, leases and insurance are paid and/or encumbered in January for the entire year. These are usually one time per year events or a large encumbrance for a multi-month project. They impact "percent expended" of budget significantly. Examples include but are not limited to general fund accounts 54100 Professional Services (Strategic Plan), 54201 telecom services, 54501 and 54502 Leases, 54600 Insurance, 54901 Dues and Memberships and 54903 Licenses and Fees.
- Many databases and database access subscriptions for patron use are purchased early in the year. Accounts affected include 53411 Electronic Info Services and 53413 Electronic Services.
- As a result of the failed email system, additional purchases were required in the software line item 53505.

Debt Service Fund

- Minimal activity

Special Purpose Fund

- Work with our software (Eden) vendor to properly create and format new fund continues. I intend to start sing this fund this month (April).

Capital Improvement Projects Fund

- Please refer to comment above regarding annual service agreements and one time payments. In the CIP account 56200 Building/Building Improvements reflects an annual one-time payment for our UP library expansion. Vehicle Repair 54805, we had to remove/replace the ADA lift on one of the Sprinter vans.
- 56400 Machinery and equipment include the purchase of our new paper cutter totaling \$25k and the replacement of our compactor \$14k, a new WatchGuard Firewall appliance \$38k and just over \$50k in the board approved purchase of a new Dell Compellent server array.

*Interim Reports prepared by
Dale E. Hough PFO, CPFIM
Finance Manager*

**Pierce County Library System
Statement of Financial Position - Interim
March 31, 2016
All Funds**

	General Fund	Special Purpose Fund	Debt Service Fund	Capital Improvement Projects Fund
Assets				
Current Assets - Cash				
Cash	\$ 3,439,431	\$ -	\$ 83,789	\$ 650,203
Investments	\$ -	\$ -	\$ -	\$ -
Total Cash	\$ 3,439,431	\$ -	\$ 83,789	\$ 650,203
Total Current Assets	\$ 3,439,431	\$ -	\$ 83,789	\$ 650,203
Liabilities and Fund Balance				
Current Liabilities				
Warrants Payable	\$ 57,349	\$ -	\$ -	\$ -
Sales Tax Payable	\$ 4,804	\$ -	\$ -	\$ -
Payroll Taxes and Benefits Payable	\$ 44,222	\$ -	\$ -	\$ -
Total Current Liabilities	\$ 106,375	\$ -	\$ -	\$ -
Fund Balance				
Reserve for Encumbrances	\$ 865,298	\$ -	\$ -	\$ 154,403
Net Excess (Deficit)	\$ (5,293,860)	\$ -	\$ 64	\$ (452,589)
Unreserved Fund Balance	\$ 7,761,618	\$ -	\$ 83,725	\$ 948,389
Total Fund Balance	\$ 3,333,055	\$ -	\$ 83,789	\$ 650,203
Total Liabilities and Fund Balance	\$ 3,439,431	\$ -	\$ 83,789	\$ 650,203
Anticipated Property Tax Revenue	\$ 28,999,932	N/A	\$ 12	N/A

Pierce County Library System													
Comparative Statement of Financial Position - Interim													
General Fund - Rolling Comparison													
(as of the listed date of the reported month)													
	HISTORICAL 3/31/2015	HISTORICAL 4/30/2015	HISTORICAL 5/31/2015	HISTORICAL 6/30/2015	HISTORICAL 7/31/2015	HISTORICAL 8/31/2015	HISTORICAL 9/30/2015	HISTORICAL 10/31/2015	HISTORICAL 11/30/2015	HISTORICAL 12/31/2015	HISTORICAL 1/31/2016	HISTORICAL 2/29/2016	CURRENT 3/31/2016
Assets													
Current Assets - Cash													
Cash	\$ 3,707,222	\$ 11,678,461	\$ 3,966,177	\$ 2,018,084	\$ 1,910,091	\$ 1,849,322	\$ 2,279,894	\$ 10,928,777	\$ 4,365,526	\$ 8,372,619	\$ 6,152,350	\$ 4,260,027	\$ 3,439,431
Investments	\$ -	\$ -	\$ 8,126,000	\$ 8,250,000	\$ 6,500,000	\$ 3,562,782	\$ 1,500,000	\$ -	\$ 6,700,000	\$ -	\$ -	\$ -	\$ -
Total Cash	\$ 3,707,222	\$ 11,678,461	\$ 12,092,177	\$ 10,268,084	\$ 8,410,091	\$ 5,412,104	\$ 3,779,894	\$ 10,928,777	\$ 11,065,526	\$ 8,372,619	\$ 6,152,350	\$ 4,260,027	\$ 3,439,431
Total Current Assets	\$ 3,707,222	\$ 11,678,461	\$ 12,092,177	\$ 10,268,084	\$ 8,410,091	\$ 5,412,104	\$ 3,779,894	\$ 10,928,777	\$ 11,065,526	\$ 8,372,619	\$ 6,152,350	\$ 4,260,027	\$ 3,439,431
Liabilities and Fund Balance													
Current Liabilities													
Warrants Payable	\$ 345,727	\$ 302,297	\$ 262,350	\$ 333,402	\$ 425,157	\$ 453,310	\$ 338,977	\$ 478,495	\$ 523,012	\$ 560,730	\$ 359,522	\$ 318,496	\$ 57,349
Sales Tax Payable	\$ 11,936	\$ 4,523	\$ 4,337	\$ 4,070	\$ 4,561	\$ 3,891	\$ 4,544	\$ 5,152	\$ 4,089	\$ 2,082	\$ 3,668	\$ 4,880	\$ 4,804
Payroll Taxes and Benefits Payable	\$ 43,400	\$ 10,667	\$ 28,290	\$ 45,337	\$ 9,666	\$ 27,778	\$ 46,413	\$ 8,641	\$ 20,965	\$ 48,189	\$ 13,391	\$ 29,363	\$ 44,222
Total Current Liabilities	\$ 401,064	\$ 317,487	\$ 294,978	\$ 382,810	\$ 439,384	\$ 484,979	\$ 389,934	\$ 492,288	\$ 548,066	\$ 611,001	\$ 376,581	\$ 352,740	\$ 106,375
Fund Balance													
Reserve for Encumbrances	\$ 397,093	\$ 454,484	\$ 401,208	\$ 401,736	\$ 524,749	\$ 431,352	\$ 360,731	\$ 373,933	\$ 266,619	\$ -	\$ 966,089	\$ 836,213	\$ 865,298
Net Excess (Deficit)	\$ (4,895,451)	\$ 3,101,973	\$ 3,591,475	\$ 1,679,022	\$ (358,559)	\$ (3,308,743)	\$ (4,775,287)	\$ 2,258,040	\$ 2,446,324	\$ -	\$ (2,951,938)	\$ (4,690,544)	\$ (5,293,860)
Unreserved Fund Balance	\$ 7,804,517	\$ 7,804,517	\$ 7,804,517	\$ 7,804,517	\$ 7,804,517	\$ 7,804,517	\$ 7,804,517	\$ 7,804,517	\$ 7,804,517	\$ 7,761,618	\$ 7,761,618	\$ 7,761,618	\$ 7,761,618
Total Fund Balance	\$ 3,306,158	\$ 11,360,974	\$ 11,797,199	\$ 9,885,274	\$ 7,970,707	\$ 4,927,125	\$ 3,389,961	\$ 10,436,489	\$ 10,517,460	\$ 7,761,618	\$ 5,775,769	\$ 3,907,287	\$ 3,333,055
Total Liabilities and Fund Balance	\$ 3,707,222	\$ 11,678,461	\$ 12,092,177	\$ 10,268,084	\$ 8,410,091	\$ 5,412,104	\$ 3,779,894	\$ 10,928,777	\$ 11,065,526	\$ 8,372,619	\$ 6,152,350	\$ 4,260,027	\$ 3,439,431
Anticipated Property Tax Revenue	\$ 25,938,795	\$ 15,656,184	\$ 13,299,906	\$ 13,113,114	\$ 12,988,144	\$ 12,867,362	\$ 12,414,655	\$ 3,197,451	\$ 943,271	\$ -	\$ 28,999,932	\$ 28,704,238	\$ 27,380,677

PIERCE COUNTY LIBRARY SYSTEM
Statement of Revenue and Expenditures
Year to Date March 31, 2016
no pre-encumbrances

General Fund

	<u>2016 Budget</u>	<u>Year To Date</u>	<u>Encumbrances</u>	<u>Budget Balance</u>	<u>% of Budget</u>
Revenue					
Property Tax/Investment Income & Other PC Revenue	\$ 28,201,541	\$ 1,677,450	\$ -	\$ 26,524,091	6%
Other Revenue	\$ 1,508,000	\$ 500,299	\$ -	\$ 1,007,701	33%
Total Revenue	\$ 29,709,541	\$ 2,177,749	\$ -	\$ 27,531,792	7%
Expenditures					
Personnel/Taxes and Benefits	\$ 20,893,026	\$ 4,935,759	\$ -	\$ 15,957,267	24%
Materials	\$ 3,532,173	\$ 881,596	\$ -	\$ 2,650,577	25%
Maintenance and Operations	\$ 3,895,960	\$ 788,956	\$ 865,298	\$ 2,241,706	42%
Transfers Out - CIP	\$ 1,188,382	\$ -	\$ -	\$ 1,188,382	0%
Transfers Out - SPF	\$ 200,000	\$ -	\$ -	\$ 200,000	0%
Total Expenditures	\$ 29,709,541	\$ 6,606,311	\$ 865,298	\$ 22,237,932	25%
Excess/(Deficit)		\$ (4,428,562)			
(less encumbrances)		(865,298)			
Net Excess (Deficit)		\$ (5,293,860)			

Special Purpose Fund

	<u>2016 Budget</u>	<u>Year To Date</u>	<u>Encumbrances</u>	<u>Budget Balance</u>	<u>% of Budget</u>
Revenue					
Programs	\$ 40,000	\$ -	\$ -	\$ 40,000	0%
Projects	\$ 227,000	\$ -	\$ -	\$ 227,000	0%
Total Revenue	\$ 267,000	\$ -	\$ -	\$ 267,000	0%
Expenditures					
Programs	\$ 40,000	\$ -	\$ -	\$ 40,000	0%
Projects	\$ 227,000	\$ -	\$ -	\$ 227,000	0%
Total Expenditures	\$ 267,000	\$ -	\$ -	\$ 267,000	
Excess/(Deficit)		\$ -			
(less encumbrances)		-			
Net Excess (Deficit)		\$ -			

Debt Service Fund

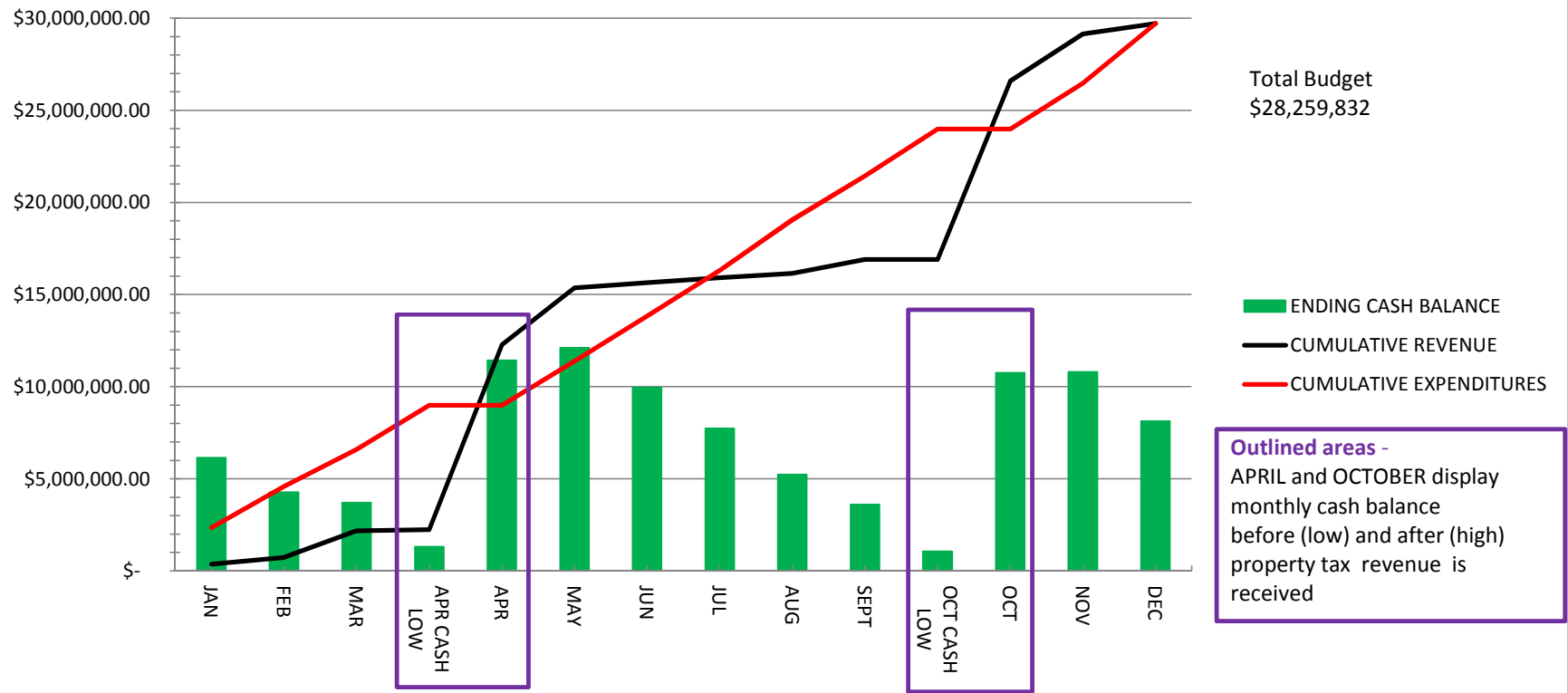
	<u>2016 Budget</u>	<u>Year To Date</u>	<u>Encumbrances</u>	<u>Budget Balance</u>	<u>% of Budget</u>
Revenue					
Property Tax/Investment Income & Other PC Revenue	\$ -	\$ 0	\$ -	\$ (0)	0%
Other Revenue	\$ -	\$ 64	\$ -	\$ (64)	0%
Total Revenue	\$ -	\$ 64	\$ -	\$ (64)	0%
Total Expenditures	\$ -	\$ -	\$ -	\$ -	0%
Net Excess (Deficit)		\$ 64			

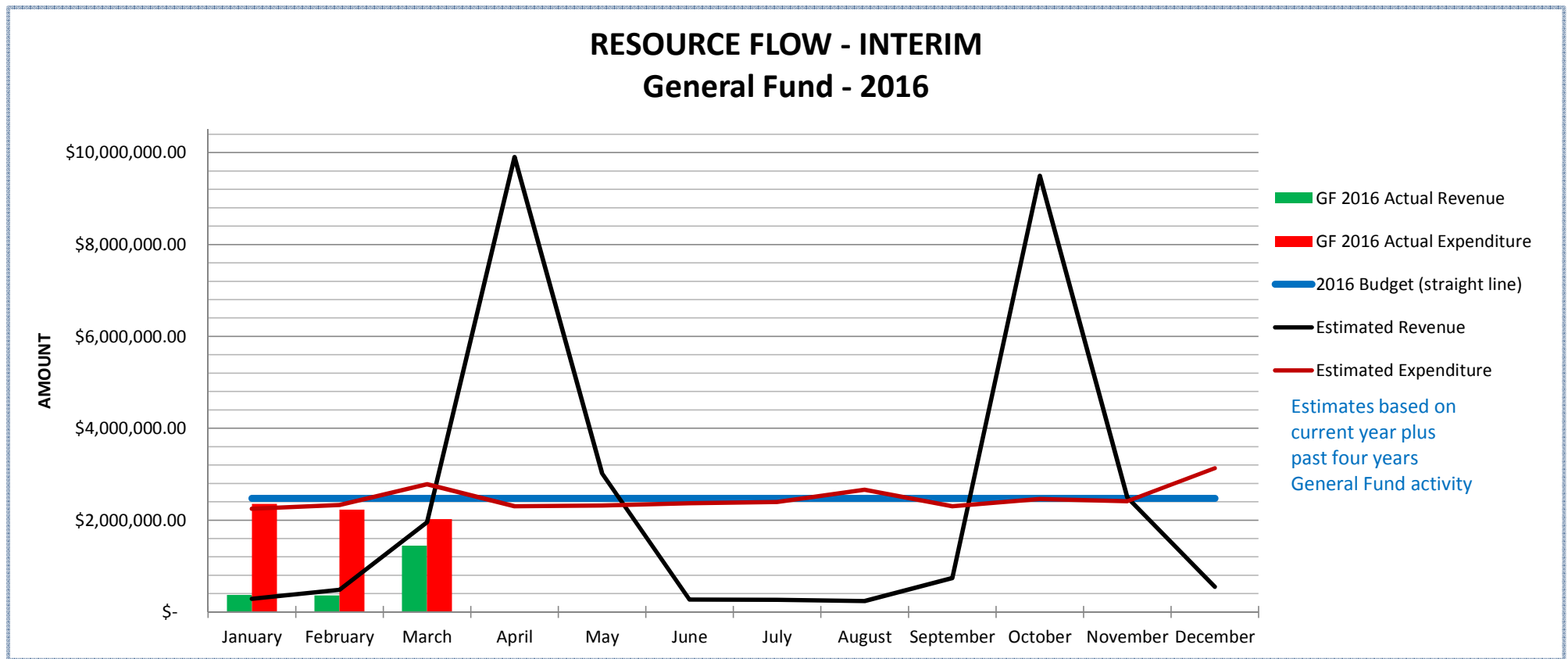
Capital Improvement Projects

Fund

	<u>2016 Budget</u>	<u>Year To Date</u>	<u>Encumbrances</u>	<u>Budget Balance</u>	<u>% of Budget</u>
Revenue					
Other Revenue	\$ 300,000	\$ 6,311	\$ -	\$ 293,689	0%
Transfers In	\$ 1,188,382	\$ -	\$ -	\$ 1,188,382	0%
Total Revenue	\$ 1,488,382	\$ 6,311	\$ -	\$ 1,482,071	0%
Expenditures					
Maintenance and Operations	\$ 1,488,382	\$ 304,497	\$ 154,403	\$ 1,029,481	31%
Total Expenditures	\$ 1,488,382	\$ 304,497	\$ 154,403	\$ 1,029,481	31%
Excess/(Deficit)		\$ (298,186)			
(less encumbrances)		(154,403)			
Net Excess (Deficit)		\$ (452,589)			

CUMULATIVE GENERAL FUND REVENUE AND EXPENDITURE Including Cash Flow Projection 2016





Pierce County Library System
Board Report - Budget to Actual by Object
Report as of: 3/31/2016

FUND: GENERAL FUND (01)

Object	2016 Budget	March Actual	Year-To-Date Actual	Encumbrances	Balance	Expend %
REVENUE ACCOUNTS						
31111 PROPERTY TAXES CURRENT	27,294,700.00	1,263,025.46	1,475,461.21	0.00	25,819,238.79	5.41
31112 PROPERTY TAXES DELINQUENT	818,841.00	54,937.88	173,475.97	0.00	645,365.03	21.19
31130 SALE OF TAX TITLE PROPERTY	3,000.00	12.37	1,199.03	0.00	1,800.97	39.97
31720 LEASEHOLD EXCISE TAX	20,000.00	0.00	5,285.18	0.00	14,714.82	26.43
31740 TIMBER EXCISE TAX	50,000.00	0.00	14,056.19	0.00	35,943.81	28.11
TAXES:	28,186,541.00	1,317,975.71	1,669,477.58	0.00	26,517,063.42	5.92
33300 INDIRECT FEDERAL GRANTS	0.00	36,773.77	71,181.61	0.00	(71,181.61)	0.00
33533 STATE FOREST FUNDS/DNR TIMBER TRU	0.00	0.00	104.48	0.00	(104.48)	0.00
33710 SHARED FIXED ASSETS - TIMBER	15,000.00	0.00	5,642.97	0.00	9,357.03	37.62
34160 COPIER FEES	30,000.00	3,353.02	8,341.76	0.00	21,658.24	27.81
34161 GRAPHICS SERVICES CHARGES	0.00	3,615.27	3,621.27	0.00	(3,621.27)	0.00
34162 PRINTER FEES	125,000.00	13,526.50	33,675.09	0.00	91,324.91	26.94
34163 FAX FEES	21,000.00	2,544.23	6,155.42	0.00	14,844.58	29.31
34193 ORTING - SERVICE FEES	0.00	0.00	810.00	0.00	(810.00)	0.00
35970 LIBRARY FINES	550,000.00	36,869.47	126,169.03	0.00	423,830.97	22.94
36110 INVESTMENT INCOME	5,000.00	462.01	2,225.20	0.00	2,774.80	44.50
36140 OTHER INTEREST EARNED - COUNTY	0.00	0.00	0.07	0.00	(0.07)	0.00
36200 KEY PEN HLTH DEPT FACILITY REV	0.00	0.00	312.63	0.00	(312.63)	0.00
36290 BOOK SALES	20,000.00	544.00	1,968.26	0.00	18,031.74	9.84
36700 FOUNDATION DONATIONS	300,000.00	2,471.44	108,934.01	0.00	191,065.99	36.31
36720 FRIENDS' REIMBURSEMENTS	0.00	6,671.16	8,899.87	0.00	(8,899.87)	0.00
36725 DONATIONS - OTHER	0.00	10.19	174.41	0.00	(174.41)	0.00
36910 SALE OF SCRAP AND SALVAGE	0.00	201.60	601.60	0.00	(601.60)	0.00
36920 UNCLAIMED PROPERTY/FOUND MONEY	0.00	72.80	3,100.28	0.00	(3,100.28)	0.00
36990 MISCELLANEOUS REVENUE	0.00	(12.44)	72.16	0.00	(72.16)	0.00
36991 PAYMENT FOR LOST MATERIALS	12,000.00	1,313.59	3,406.01	0.00	8,593.99	28.38
36996 JURY DUTY REIMBURSEMENT	0.00	20.00	70.00	0.00	(70.00)	0.00
36998 E RATE REIMBURSEMENT	415,000.00	0.00	101,702.08	0.00	313,297.92	24.51
36999 REBATES - PROCUREMENT CARD	30,000.00	19,639.27	19,639.27	0.00	10,360.73	65.46
CHARGES OTHER:	1,523,000.00	128,075.88	506,807.48	0.00	1,016,192.52	33.28
39520 INSURANCE RECOVERIES - ASSETS	0.00	0.00	1,464.12	0.00	(1,464.12)	0.00
TOTAL FOR REVENUE ACCOUNTS	29,709,541.00	1,446,051.59	2,177,749.18	0.00	27,531,791.82	7.33
EXPENSE ACCOUNTS						
51100 SALARIES AND WAGES	14,984,682.00	1,149,926.73	3,441,459.39	0.00	11,543,222.61	22.97
51105 ADDITIONAL HOURS	273,883.00	25,217.10	77,046.26	0.00	196,836.74	28.13
51106 SHIFT DIFFERENTIAL	159,882.00	12,493.58	39,049.33	0.00	120,832.67	24.42
51107 SUBSTITUTE HOURS	295,500.00	28,335.50	72,970.21	0.00	222,529.79	24.69
51109 TUITION ASSISTANCE PROGRAM	300.00	0.00	0.00	0.00	300.00	0.00
51200 OVERTIME WAGES	7,400.00	4,339.53	9,949.64	0.00	(2,549.64)	134.45
51999 ADJ WAGE/SALARY TO MATCH PLAN	(396,342.00)	0.00	0.00	0.00	(396,342.00)	0.00
52001 INDUSTRIAL INSURANCE	196,629.00	11,196.25	32,532.59	0.00	164,096.41	16.55
52002 MEDICAL INSURANCE	2,289,031.00	164,024.89	543,123.91	0.00	1,745,907.09	23.73
52003 F.I.C.A.	1,202,711.00	92,539.66	275,732.88	0.00	926,978.12	22.93
52004 RETIREMENT	1,727,914.00	129,060.31	386,570.40	0.00	1,341,343.60	22.37
52005 DENTAL INSURANCE	219,387.00	16,856.59	50,392.11	0.00	168,994.89	22.97
52006 OTHER BENEFIT	10,540.00	800.00	2,640.00	0.00	7,900.00	25.05

Pierce County Library System
Board Report - Budget to Actual by Object
Report as of: 3/31/2016

FUND: GENERAL FUND (01)

Object	2016 Budget	March Actual	Year-To-Date Actual	Encumbrances	Balance	Expend %
EXPENSE ACCOUNTS						
52010 LIFE AND DISABILITY INSURANCE	29,086.00	981.06	4,292.23	0.00	24,793.77	14.76
52020 UNEMPLOYMENT COMPENSATION	30,500.00	0.00	0.00	0.00	30,500.00	0.00
52200 UNIFORMS	1,300.00	0.00	0.00	0.00	1,300.00	0.00
52999 ADJ BENEFITS TO MATCH PLAN	(139,377.00)	0.00	0.00	0.00	(139,377.00)	0.00
PERSONNEL	20,893,026.00	1,635,771.20	4,935,758.95	0.00	15,957,267.05	23.62
53100 OFFICE/OPERATING SUPPLIES	236,100.00	8,793.60	45,347.51	16,351.04	174,401.45	26.13
53101 CUSTODIAL SUPPLIES	52,500.00	3,773.50	11,516.66	0.00	40,983.34	21.94
53102 MAINTENANCE SUPPLIES	60,200.00	3,176.28	9,384.67	536.06	50,279.27	16.48
53103 AUDIOVISUAL PROCESSING SUP	25,000.00	485.65	485.65	0.00	24,514.35	1.94
53104 BOOK PROCESSING SUPPLIES	20,000.00	363.60	1,897.83	0.00	18,102.17	9.49
53200 FUEL	47,000.00	0.00	0.00	0.00	47,000.00	0.00
53401 ADULT MATERIALS	806,000.00	47,732.61	126,800.72	0.00	679,199.28	15.73
53403 PERIODICALS	88,135.00	474.50	2,665.74	0.00	85,469.26	3.02
53405 JUVENILE BOOKS	544,279.00	31,205.66	100,181.61	0.00	444,097.39	18.41
53406 PROFESSIONAL COLLECTION	4,200.00	102.99	550.11	0.00	3,649.89	13.10
53407 INTERNATIONAL COLLECTION	60,000.00	1,201.26	3,477.63	0.00	56,522.37	5.80
53408 AUDIOVISUAL MATERIALS - ADULT	842,000.00	81,977.12	195,327.56	0.00	646,672.44	23.20
53409 AUDIOVISUAL MATERIALS - JUV	94,000.00	6,170.94	10,505.95	0.00	83,494.05	11.18
53411 ELECTRONIC INFO SOURCES	379,068.00	(7,828.09)	254,707.38	0.00	124,360.62	67.19
53412 REFERENCE SERIALS	18,000.00	0.00	579.21	0.00	17,420.79	3.22
53413 ELECTRONIC SERVICES	143,391.00	17,026.18	116,419.68	0.00	26,971.32	81.19
53414 ELECTRONIC COLLECTION	400,100.00	0.00	37,498.71	0.00	362,601.29	9.37
53464 VENDOR PROCESSING SERVICES	153,000.00	14,151.24	32,881.74	0.00	120,118.26	21.49
53500 MINOR EQUIPMENT	3,500.00	0.00	0.00	0.00	3,500.00	0.00
53501 FURNISHINGS	35,000.00	2,701.50	14,610.36	75.49	20,314.15	41.96
53502 TECHNOLOGY HARDWARE	50,000.00	1,227.85	2,314.49	2,604.81	45,080.70	9.84
53505 SOFTWARE	12,100.00	17,678.10	18,150.37	0.00	(6,050.37)	150.00
54100 PROFESSIONAL SERVICES	457,750.00	40,333.22	56,117.00	114,701.25	286,931.75	37.32
54101 LEGAL SERVICES	30,000.00	0.00	5,219.00	3,814.50	20,966.50	30.11
54102 COLLECTION AGENCY	17,000.00	1,321.82	3,272.92	0.00	13,727.08	19.25
54161 RESOURCE SHARING SERVICES	19,000.00	0.00	1,108.20	0.00	17,891.80	5.83
54162 BIBLIOGRAPHICS SERVICES	33,000.00	4,850.00	7,347.86	0.00	25,652.14	22.27
54163 PRINTING AND BINDING	1,500.00	0.00	0.00	0.00	1,500.00	0.00
54165 ILL LOST ITEM CHARGE	2,800.00	(50.77)	112.45	0.00	2,687.55	4.02
54200 POSTAGE AND SHIPPING	36,600.00	2.05	19.40	0.00	36,580.60	0.05
54201 TELECOM SERVICES	461,300.00	358.65	82,786.81	308,750.16	69,763.03	84.88
54300 TRAVEL	47,200.00	745.64	3,674.94	0.00	43,525.06	7.79
54301 MILEAGE REIMBURSEMENTS	30,350.00	2,473.95	7,404.76	0.00	22,945.24	24.40
54400 ADVERTISING	69,500.00	920.75	1,988.67	7,921.00	59,590.33	14.26
54501 RENTALS/LEASES - BUILDINGS	404,000.00	18,215.46	118,371.20	127,732.47	157,896.33	60.92
54502 RENTALS/LEASES - EQUIPMENT	32,400.00	0.00	3,575.55	15,091.34	13,733.11	57.61
54600 INSURANCE	200,000.00	0.00	149,089.00	0.00	50,911.00	74.54
54700 ELECTRICITY	235,000.00	7,434.95	42,146.76	0.00	192,853.24	17.93
54701 NATURAL GAS	15,000.00	333.70	2,897.23	0.00	12,102.77	19.31
54702 WATER	21,000.00	1,142.69	2,972.80	0.00	18,027.20	14.16
54703 SEWER	25,000.00	1,189.34	3,016.48	0.00	21,983.52	12.07
54704 REFUSE	26,000.00	128.96	3,004.32	0.00	22,995.68	11.56

Pierce County Library System
Board Report - Budget to Actual by Object
Report as of: 3/31/2016

FUND: GENERAL FUND (01)

Object	2016 Budget	March Actual	Year-To-Date Actual	Encumbrances	Balance	Expend %
EXPENSE ACCOUNTS						
54800 GENERAL REPAIRS/MAINTENANCE	231,300.00	10,866.57	41,070.99	66,766.28	123,462.73	46.62
54801 CONTRACTED MAINTENANCE	779,600.00	52,111.55	92,917.60	192,110.80	494,571.60	36.56
54803 MAINT. TELECOM EQUIPMENT	31,000.00	2,585.00	2,585.00	0.00	28,415.00	8.34
54808 CONTRACTED MAINT - TECHNOLOGY	0.00	0.00	0.00	7,858.00	(7,858.00)	0.00
54900 REGISTRATIONS	41,850.00	380.00	2,314.00	0.00	39,536.00	5.53
54901 DUES AND MEMBERSHIPS	30,170.00	0.00	28,135.35	985.00	1,049.65	96.52
54902 TAXES AND ASSESSMENTS	29,500.00	61.70	125.45	0.00	29,374.55	0.43
54903 LICENSES AND FEES	43,950.00	8,692.47	23,975.02	0.00	19,974.98	54.55
54904 MISCELLANEOUS	790.00	0.00	0.00	0.00	790.00	0.00
54905 WELLNESS EVENTS/REGISTRATION	2,000.00	0.00	0.00	0.00	2,000.00	0.00
59700 TRANSFERS OUT	1,188,382.00	0.00	0.00	0.00	1,188,382.00	0.00
59702 TRANSFERS OUT - SPF	200,000.00	0.00	0.00	0.00	200,000.00	0.00
ALL OTHER EXPENSES	8,816,515.00	384,512.19	1,670,552.34	865,298.20	6,280,664.46	28.76
TOTAL FOR EXPENSE ACCOUNTS	29,709,541.00	2,020,283.39	6,606,311.29	865,298.20	22,237,931.51	25.15
NET SURPLUS / DEFICIT	0.00	(574,231.80)	(4,428,562.11)	(865,298.20)	5,293,860.31	0.00

FUND: SPECIAL PURPOSE FUND (15)

Object	2016 Budget	March Actual	Year-To-Date Actual	Encumbrances	Balance	Expend %
REVENUE ACCOUNTS						
TAXES:	0.00	0.00	0.00	0.00	0.00	0.00
CHARGES OTHER:	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR REVENUE ACCOUNTS	0.00	0.00	0.00	0.00	0.00	0.00
EXPENSE ACCOUNTS						
PERSONNEL	0.00	0.00	0.00	0.00	0.00	0.00
ALL OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR EXPENSE ACCOUNTS	0.00	0.00	0.00	0.00	0.00	0.00
NET SURPLUS / DEFICIT	0.00	0.00	0.00	0.00	0.00	0.00

FUND: DEBT SERVICE FUND (20)

Object	2016 Budget	March Actual	Year-To-Date Actual	Encumbrances	Balance	Expend %
REVENUE ACCOUNTS						
31112 PROPERTY TAXES DELINQUENT	0.00	0.04	0.06	0.00	(0.06)	0.00
TAXES:	0.00	0.04	0.06	0.00	(0.06)	0.00
36110 INVESTMENT INCOME	0.00	27.47	63.71	0.00	(63.71)	0.00
CHARGES OTHER:	0.00	27.47	63.71	0.00	(63.71)	0.00
TOTAL FOR REVENUE ACCOUNTS	0.00	27.51	63.77	0.00	(63.77)	0.00
NET SURPLUS / DEFICIT	0.00	27.51	63.77	0.00	(63.77)	0.00

FUND: CAPITAL IMPROVEMENT PROJECTS FUND (30)

Object	2016 Budget	March Actual	Year-To-Date Actual	Encumbrances	Balance	Expend %
REVENUE ACCOUNTS						
36110 INVESTMENT INCOME	0.00	227.00	471.00	0.00	(471.00)	0.00
36200 KEY PENINSULA SHARED COSTS	0.00	0.00	2,314.67	0.00	(2,314.67)	0.00
36700 FOUNDATION DONATIONS	0.00	0.00	251.40	0.00	(251.40)	0.00
36899 ENERGY REBATES	0.00	0.00	3,274.00	0.00	(3,274.00)	0.00
36998 E-RATE REIMBURSEMENT	300,000.00	0.00	0.00	0.00	300,000.00	0.00
CHARGES OTHER:	300,000.00	227.00	6,311.07	0.00	293,688.93	2.10
39700 TRANSFERS IN	1,188,382.00	0.00	0.00	0.00	1,188,382.00	0.00
TOTAL FOR REVENUE ACCOUNTS	1,488,382.00	227.00	6,311.07	0.00	1,482,070.93	0.42
EXPENSE ACCOUNTS						
53501 FURNISHINGS	100,000.00	0.00	519.65	4,635.01	94,845.34	5.15
53502 TECHNOLOGY HARDWARE	330,000.00	0.00	(2,267.77)	0.00	332,267.77	(0.69)
53505 SOFTWARE	30,000.00	4,060.64	4,060.64	0.00	25,939.36	13.54
54100 PROFESSIONAL SERVICES	0.00	0.00	0.00	3,251.00	(3,251.00)	0.00
54400 ADVERTISING	0.00	81.40	81.40	0.00	(81.40)	0.00
54800 GENERAL REPAIRS/MAINTENANCE	166,000.00	0.00	0.00	1,274.51	164,725.49	0.77
54805 VEHICLE REPAIR - MAJOR	10,000.00	0.00	0.00	0.00	10,000.00	0.00
54900 REGISTRATIONS	0.00	0.00	710.00	0.00	(710.00)	0.00
54912 CONTINGENCY/RESERVE	28,000.00	0.00	0.00	0.00	28,000.00	0.00
54915 PLANNED SAVINGS	83,382.00	0.00	0.00	0.00	83,382.00	0.00
56200 BUILDINGS & BLDG IMPROVEMENTS	135,000.00	0.00	0.00	120,001.00	14,999.00	88.89
56201 CONSTRUCTION	65,000.00	0.00	0.00	0.00	65,000.00	0.00
56203 FLOORING	57,000.00	0.00	0.00	1,765.45	55,234.55	3.10
56204 PAINTING AND WALL TREATMENTS	7,500.00	0.00	0.00	0.00	7,500.00	0.00
56301 PARKING LOT REPAIR & IMPROVEMENT	165,000.00	0.00	0.00	0.00	165,000.00	0.00
56400 MACHINERY & EQUIPMENT	191,000.00	0.00	210,441.19	9,035.37	(28,476.56)	114.91
56402 HVAC	120,500.00	0.00	0.00	14,440.80	106,059.20	11.98
56403 TECHNOLOGY EQUIPMENT	0.00	52,649.53	90,952.26	0.00	(90,952.26)	0.00
TOTAL FOR EXPENSE ACCOUNTS	1,488,382.00	56,791.57	304,497.37	154,403.14	1,029,481.49	30.83
NET SURPLUS / DEFICIT	0.00	(56,564.57)	(298,186.30)	(154,403.14)	452,589.44	0.00

MEMO



Date: March 31, 2016

To: Chair Rob Allen and Members of the Board of Trustees

From: Georgia Lomax, Executive Director

Subject: Executive Director Report

Operations

Work Plan progress of note in March:

2016-2018 Collective Bargaining Agreement – Implemented new pay schedule as negotiated

People:

Management Positions – Collection Manager hired and started; University Place, Gig Harbor and IT managers hired (start in April); Interviewed Customer Experience Director candidates, reopened and will recruit at PLA (in April); Interviewed for Summit and Admin Center Library Senior Librarian.

Wellness Program – 2016 Operational Plan completed. Awarded WellCity status for 2015 (Report in Board Education/Service Reports).

Projects:

- Wi-Fi After Hours – Pilot to test impact of turning Wi-Fi off from 11pm to 7am underway
- Customer Communication/Activity Calendar Project – Sumner, South Hill added
- Strategic Planning Process – Completed community engagement activities (open houses, pop ups, on line survey, social media); began individual stakeholder interviews
- 2015 Budget – General Fund activity review completed

Major System-wide programs:

- Pierce County MakerFest – Recruiting vendors
- Our Own Expressions – Judging conducted
- Pierce County READS – 200 books read and released, programs launched (report in Officers Reports)

Capital Projects:

- System-wide lock re-key – Initial project meeting held
- Trash Compactor replacement – Completed

Outlook System – Disk drives and firewalls installed and configured. Ready to spin up virtual machines. Stability of older servers are of significant concern and we plan to address this as soon as possible.

In addition, the Lakewood elevator has been taken out of use for repairs. Doing so requires bringing it up to current codes. We are currently in the process of obtaining estimates to complete the work.

External Community Activities

During March, I attended the Prime Time Family Reading graduation for Custer Elementary School students. I was a judge at the Franklin Pierce School District Battle of the Books event. I met and spoke with donors about

including the Library in their estate planning at a luncheon hosted by the Foundation. I also attended the Pierce County Council meeting to invite members to attend PC Reads and to receive the Pierce County Reads Proclamation on behalf of the Library. I attended the Workforce Development Council Core 6 Leadership meeting and the United Way Community Impact Committee meeting.

I explored our partnership relations with Lakewood City Manager, John Caulfield, and WorkForce Central CEO Linda Nguyen.

I was interviewed by Lisa Peet of *Library Journal* about our work with market segmentation data and participation in a national study on it.

Library Community Activities

I visited the Bonney Lake, Buckley and South Hill Libraries during their strategic plan open houses. I also spent time at the Summit Library while Congressman Denny Heck participated in a Family Story Time, and at Buckley Library visiting with staff and the public and to learn about the work they do in their community.

New Business

MEMO



Date: March 31, 2016

To: Chair Rob Allen and Members of the Board of Trustees

From: Georgia Lomax, Executive Director

Subject: Board Meeting Locations

One of our organizational priorities is for leadership to be accessible and visible, and regularly engage with staff. Management is expected to regularly visit our locations and to be present and learn about the uniqueness of our district.

Trustees are also Library leaders and I would like to discuss your thoughts on participating in this priority.

The Board has traditionally met just at the Administrative Center. I'd like to hear your thoughts about the possibility of scheduling some meetings in branches. Would you be interested in doing this a few times in the year? Would having to travel to other locations impact your ability to attend the meetings?

If this sounds of interest, what do you see as pros and cons? And finally, would you like me to further explore this and bring a proposal to a future meeting?

Board Education and Service Reports

MEMO



Date: March 31, 2016

To: Chair Rob Allen and Members of the Board of Trustees

From: Georgia Lomax, Executive Director

Subject: Strategic Planning Update

On March 31, 2016, we wrapped the community engagement phase of the Strategic Planning process.

Over a six week period, community members shared thoughts on their lives, their community and the Library. During that time, 8500 people participated in 20 open houses, eight pop-ups, and the online survey. We've also received comments to our Future@piercecountylibrary.org email, which will continue to be active throughout the process. Our target was to hear from 5000 people during this phase of the process.

Thanks to Customer Experience Manager Joy Kim, and Senior Administrative Assistant Bonnie Valens who led and organized this part of the process. In addition, staff did a great job in encouraging customers to participate. We received good media coverage which helped get the word out. In addition, Communications Director Linda Farmer led efforts to spread the word and encourage action through social media, where we reached 163,000 people with at least 1700 taking action.

Stakeholder Engagement

Stakeholder interviews will be completed the first week of April. These 30-minute discussions are conducted by BERK. Thank you for the names you suggested. We selected leaders we have not interviewed before to broaden the perspectives. Later in the process we will engage a larger pool of stakeholders.

A few consistent themes from our stakeholders include:

- the opportunity to support small businesses and the economy as well as workforce training to attain living jobs
- a desire for the Library to serve military families
- recognition of fiscal challenges for local government and whether there is a role that libraries could play in providing some functions that jurisdictions do individually
- concerns about equity issues involved in the lack of consistent public transportation and the impact on people's access to services
- concern for vulnerable populations – again, often related to transportation as well as isolation
- many comments about the library as a convener and the importance of partnerships as a way to get things done.

Next Steps

BERK will analyze the engagement results in April, identifying initial themes and insights. We will draw preliminary conclusions for discussion later in the month.

The Strategic Planning Team is working on the partner summit, which will bring together a larger group of leaders who will discuss the results, test the themes, and explore possible roles for the Library.

We are in the early stages of thinking about the final phase, when staff take the work of the public and leaders and identify strategies the Library will apply as we move forward, and then turn those strategies into action.

MEMO



Date: April 1, 2016

To: Chair Rob Allen and Members of the Board of Trustees

From: Melinda Chesbro

Subject: 2016 Work Plan Progress

Throughout the year we'll be updating you on the status of notable projects from the work plan. This month we'll provide brief presentations on the following:

1. WellCity application, current wellness campaign – Cheree Green
2. Mental Health training for branch staff and Conflict Resolution training for supervisors – Cheree Green
3. Parking lot security patrol and Wi-Fi after hours pilot – Melinda Chesbro
4. Email issues – Clifford Jo

Other first quarter projects that are underway:

- Staff PC Replacements – the last part of this project was delayed as IT staff responded to the email issues
- Collection Refresh Pilot – rotate Large Print and Non-fiction DVDs between branches; float Talking CDs among branches
- DVD Service Delivery – assess the impact of changes in vending equipment to our DVD service model

MEMO



Date: April 4, 2016

To: Chair Rob Allen and Members of the Board of Trustees

From: Trisha Muschett, PHR, HR Generalist and Chereé Green, SPHR, Staff Experience Director

Subject: Wellness Program Update

As you know, Pierce County Library System began partnering with the Association of Washington Cities to implement an updated Wellness Program for our employees last year. We had an extremely successful year with our Wellness Program with multiple campaigns promoting health and wellness in our workplace. Our work in 2015 included:

- Created an operating plan to organize the work for 2015
- Attended wellness networking forums and webinars
- Launched two successful wellness campaigns: Laugh Out Loud (focus on physical and emotional health) and Gratitude Graffiti (focused on showing gratitude to help reduce stress)
- Formed PCLS team to walk and raise money in the Relay for Life- Puyallup. This helps fund cancer awareness and connects communities to all of the American Cancer Society's programs & services.
- Conducted on-site biometric health screenings to increase employee awareness and knowledge of personal wellness and risks.
- Used 2014 mini grant money to provide nutritional training and information by a Certified Health Coach for all staff at our regional meetings.
- Launched employee health questionnaire to help identify our risks and opportunities with our staff—61% participation rate won us a \$500 mini grant to put towards our budget
- Offered first aid and CPR training to all staff.
- Branded our Wellness Program with committee designed tee shirts "Wellness in Numbers (WIN)"
- Promoted healthcare user consumerism by providing education at staff regional meetings
- Successful submission of AWC's well city application (making us eligible to receive 2% rebate on our 2017 insurance premiums)

We are very excited to have completed a successful application and to be a recipient of the Association of Washington Cities' WellCity Award for the second year in a row! We will receive a 2% rebate (approximately \$45,000) on next year's health care premiums.

We are already at work on our 2016 campaigns and operating plan. Our work in 2016 includes:

- Creating an operating plan to organize the work for 2016—formulate priorities for this year based upon our interest survey from 2015 and our high risk areas (blood pressure, blood sugar)
- Use \$500 mini grant from 2015 to fund efforts towards improving nutrition for staff

-
- Finalize wellness committee membership for 2016
 - Launch wellness campaigns: Unplugged and Walk Across Washington
 - Launch employee health questionnaire
 - Attend wellness networking forums
 - Offer first aid and CPR training classes for staff
 - Submit AWC's well city application for 2017

We received our Health Questionnaire results and were able to compare the results from 2014 and 2015. We have seen reduced risks in the following areas: lifestyle (weight, nutrition, exercise and sleep), cholesterol, mental health and prevention. We still have some opportunity to reduce our risk in the following areas: blood pressure, blood sugar and cigarette use. These areas had slight increases in risks. Overall, our wellness, morale and engagement has improved and we're pleased to see the numbers reflect this.

The work and partnership on our Wellness Program has been a team effort and our Staff Experience team is appreciative of the work **of our Wellness Committee and support of the Library.**

Officers Reports

MEMO



Date: April 1, 2016

To: Chair Rob Allen and Members of the Board of Trustees

From: Melinda Chesbro

Subject: Introduction of New Pierce County Library System Managers

We are delighted to welcome three new managers to PCLS in the last several weeks:

- Tracey Thompson is the new Collection Manager. Her previous position was Gig Harbor Branch Manager.
- Karen Brooks is the new Gig Harbor Branch Manager. Her previous position was Senior Librarian at Summit.
- Stephanie Ratko is the new IT Manager. Her previous position was with the Washington State Department of Enterprise Services.



Memorandum

To: Pierce County Library System Board of Trustees
Rob Allen, Chair

From: Lynne Hoffman, Foundation Director

Date: March 28, 2016

Re: Text Donations

DONATE NOW! Text **pclibrary** to **33923**. – That's the message you'll be seeing on the big screens at the upcoming Pierce County READS event.

Pierce County Library Foundation will be debuting a text option for donating. Georgia will invite the audience to text a donation now. As each donor makes a gift on their cell phone, the donor's name will appear on the big screen – **Thanks J. J. You're a great supporter!**

Pierce County READS' captive audience of readers will first see a short video featuring kids from the BEES (Books to Engage Elementary Students) outreach program. The children will remind us all that the love of reading starts with the youngest readers. The audience is then given an opportunity to donate to Books4Kids to purchase children's books.

We see many uses for the texting option when library staff speak to community groups and the Foundation board connects with their circles of influence. We will also promote the video on the library webpage, via email and on social media to help tell the story of the far-reaching effects of our libraries.

I encourage you to join the fun by texting your donation at Pierce County READS on April 29th.

MEMO

Date: April 1, 2016

To: Chair Rob Allen and Members of the Board of Trustees

From: Jaime Prothro, Customer Experience Manager

Subject: Pierce County READS Update

Pierce County READS Sherman Alexie has been enthusiastically received this year.

Close to 200 Read and Release books were distributed in early March to some very unique places and Town, City, and County Council members received copies during proclamations in support of the program.

Circulation is going strong as well: the five titles have checked out at the following rates:

Includes all titles	Circulation between 2/6/16-3/31/16	# Copies Owned	Turnover Rate
Print	3309	1091	3.03
Audio	41	14	2.92
Ebook	230	86	2.67
TOTAL	3580	1191	3.00

As of 3/31/16, 261 holds are waiting to be filled.

Programming began on March 14 with a banned books presentation by the ACLU, and the Museum of Glass display *Made at the Museum: Native American Artists* opened the same week with a PCLS staff-led presentation on Alexie's books and the art work on display. Staff had opportunity to talk with several of the artists and write labels for the display, which will be up until the end of summer. A screening of *Smoke Signals* at the Grand Theater was sold out and reached a diverse audience who quoted lines and sang songs throughout the movie.

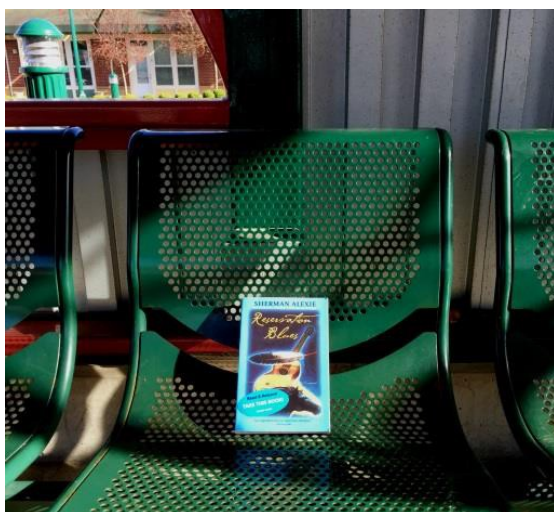
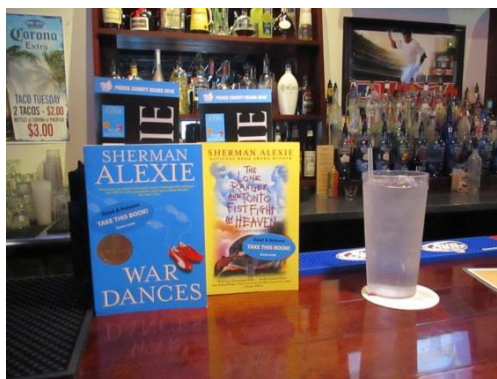
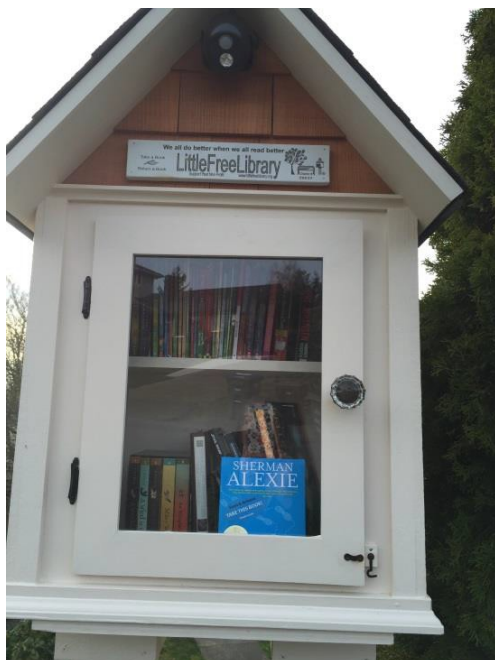
During the week of March 28 – April 1, children who participated in story times got an exclusive reading of Alexie's first picture book, *Thunder Boy, Jr.*, which will be released for publication on May 29, 2016.

After announcing the title in February, Pierce College/Puyallup, Clover Park and Tacoma school districts have reached out with interest to support the program. Clover Park will be providing all of its high school students with a copy of *The Absolutely True Diary of a Part-Time Indian* and Pierce College has selected the title as its upcoming common book program.

Readying for the upcoming author event, Pierce College and the Nisqually Tribal Library have asked to join Bonney Lake, Key Center, and Orting libraries in live streaming the author event.

University Place Librarian Jason Anderson interviewed Sherman Alexie at the Seattle Public Library on March 8 and videos of this interview will be shared throughout April. He spoke about the role of the public library, on writing in multiple genres, and of his experiences becoming an established author. We're in for a really engaging presentation at his speaking engagement on April 29.

Below are photos of some of the activities with this year's PC Reads:



Inspired by *Flight*, Pierce County READS asks the artist:

If you could go back in time, where would you go and who would you be to help heal yourself today?

"If I could go back in time, I would like to go back to the time (1803-1805) when Lewis and Clark first made contact with our tribes. I would like to have been one of the Bitterroot Salish warriors or chiefs who sat in council with other head chiefs of our tribe to discuss who these strange new comers were...accompanying Lewis and Clark and Sacajawea, there were some 50 other people in the group invading our lands as they journeyed to the Pacific Ocean. If I had been a part of the chiefs council, not sure what I would have said or contributed to the discussions, but would have wanted to be strong and firm in letting the strangers know who's lands they were passing through and that our people have been the caretakers of this place for over ten thousand years. The lands they were passing through were not theirs to claim or exploit."

— Corwin N. Clairmont





Resolution No. R2016-30

**A Resolution of the Pierce County Council and Executive Proclaiming
February 7 – April 29, 2016, as the Annual Pierce County READS
Celebration in Pierce County, Washington.**

Whereas, the Pierce County Library System and The News Tribune's Pierce County READS program, sponsored by KeyBank Foundation, the McGavick Conference Center at Clover Park Technical College, and Pierce County Library Foundation, seek to engage, involve, and connect people throughout Pierce County; and

Whereas, this year Pierce County READS has chosen five books by nationally acclaimed award-winning Northwest poet, novelist and screenwriter, Sherman Alexie. Alexie's books span time and genre and include short stories to novels to young adult, all dealing with contemporary Native American life. The five book titles are "The Absolutely True Diary of a Part-Time Indian" 2007; "Flight" (2007); "Reservation Blues" (1995); "War Dances" (2009); and "The Lone Ranger and Tonto Fistfight in Heaven" (1993); and

Whereas, for the ninth consecutive year Pierce County READS is offering people throughout the County an opportunity to read award-winning books together; and

Whereas, Pierce County READS is the largest community reading event in the County, when people read award-winning books, participate in free events, join with groups to discuss the books, and attend a free event to meet the nationally known, best-selling author on April 29, 2016, at 7 p.m. in the McGavick Conference Center at Clover Park Technical College, 4500 Steilacoom Boulevard Southwest, Lakewood; and

Whereas, the Pierce County Library is offering this community-wide program in collaboration with numerous community partners; **Now, Therefore**,

BE IT PROCLAIMED by the Council and Executive of Pierce County:

The Pierce County Council and Executive hereby proclaim February 7 – April 29, 2016, as the Annual Pierce County READS Celebration in Pierce County, Washington, and encourage all citizens to participate in this community-building event.

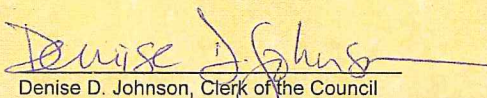
ADOPTED this 15th day of March, 2016.

PIERCE COUNTY EXECUTIVE

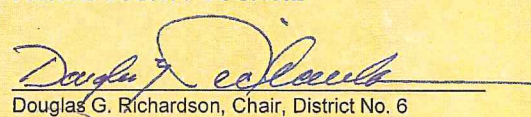

Pat McCarthy, County Executive



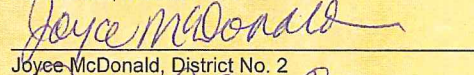
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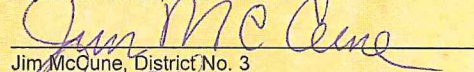

Denise D. Johnson, Clerk of the Council

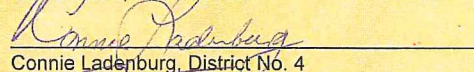
PIERCE COUNTY COUNCIL

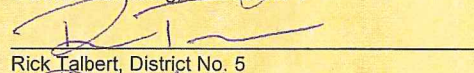

Douglas G. Richardson, Chair, District No. 6

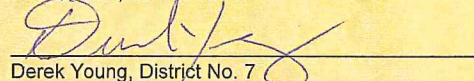

Dan Roach, District No. 1


Joyce McDonald, District No. 2


Jim McCune, District No. 3


Connie Ladenburg, District No. 4


Rick Talbert, District No. 5


Derek Young, District No. 7

MEMO



Date: March 31, 2016

To: Chair Rob Allen and Members of the Board of Trustees

From: Georgia Lomax, Executive Director

Subject: StoryCorps Animated Short

On Wednesday April 13, during National Library Week, National Public Radio releases a new StoryCorp animated short entitled “The Bookmobile”. I’m pleased to share that it is the story of Storm Reyes, retired PCLS Executive Assistant and clerk to the Board of Trustees, and long-time library user and supporter. The film will be aired on PBS, at film festivals and online.

Her story will also be featured in more depth in a book to be released April 29 called [Callings: The Purpose and Passion of Work, A StoryCorps Book](#). Storm’s story was originally told as a [StoryCorp interview](#).

During the Board meeting we will share the video with you.

Pierce County Library FYI Packet
Link List
April 13, 2016

Pierce County Library in the News

Strategic Plan

- [Pierce County Library survey looks at patrons' lifestyles](#) (Executive Director Georgia Lomax interviewed, 1:20) —Pierce County TV
- [Library starts strategic plan process to grow, change with communities](#) (front page) —The Puyallup Herald/The News Tribune
- [Take a five-minute survey to help your library!](#) —Sounds Fun Mom

Pierce County READS

- [Pierce Libraries book Sherman Alexie](#) —South Sound Magazine
- [Pierce County READS! community events for all ages](#) —Sounds Fun Mom

Miscellaneous

- [Get Smart. Get Hired.](#) (Jaime Prothro, Customer Experience Manager, Adult Services, wrote this article) —Public Libraries Online