

**AGENDA**  
**Regular Meeting of the Pierce County Library System Board of Trustees**  
**December 9, 2020 | 3:30 PM**  
***This is a Virtual Meeting***

Attendees may join via either:

- **Phone:** Dial+1.253.215.8782 | Webinar ID: 996 4890 6781| Passcode: 161376; or
- **Web browser** (Zoom user account is required to join via web browser):  
<https://zoom.us/j/99648906781?pwd=TEc3U3AxSHVMeEFjMDJiT3FvRCs1UT09>; or
- **App** (Zoom user account is NOT required if joining by app) ([Windows App](#) | [iPad / iPhone App](#) | [Android App](#))  
<https://zoom.us/j/99648906781?pwd=TEc3U3AxSHVMeEFjMDJiT3FvRCs1UT09>

3:30 pm	02 min.	<b>Call to Order:</b> Daren Jones, Chair	
3:32 pm	05 min.	<b>Public Comment:</b> 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. <b><i>Please submit comments in writing (including your Name, Address and Topic) to <a href="mailto:pmcbride@piercecountylibrary.org">pmcbride@piercecountylibrary.org</a> by 2 pm on December 9. Comments will be read aloud to the Board. Time limit for comments is three minutes.</i></b>	
3:37 pm	03 min.	<b>Consent Agenda</b>	<b>Action</b>
		<ol style="list-style-type: none"> <li>1. Approval of Minutes of November 18, 2020, Regular Meeting</li> <li>2. Approval of November 2020 Payroll, Benefits and Vouchers</li> <li>3. 2021 Insurance Renewal</li> <li>4. 2021 Phone System Maintenance Renewal</li> <li>5. 2021 Microsoft Premier Support Renewal</li> <li>6. 2021 MUNIS/EDEN Support Renewal</li> </ol>	
3:40 pm	05 min.	<b>Board Member Reports</b>	
3:45 pm	10 min.	<b>Routine Reports</b>	
		<ol style="list-style-type: none"> <li>1. Fundraising Performance Report, Dean Carrell</li> <li>2. Metrics Dashboard, Melinda Chesbro</li> <li>3. October Financial Report, Cliff Jo</li> <li>4. Branch Services Report, Jaime Prothro</li> </ol>	
3:55 pm	15 min.	<b>Unfinished Business</b>	
		<ol style="list-style-type: none"> <li>1. 2021 Budget: Second Reading and Discussion, Georgia Lomax, Cliff Jo and Melinda Chesbro</li> </ol>	
4:10 pm	05 min.	<b>Public Hearing: 2021 Budget of Revenue and Expenditures</b>	
		2021 Revenue sources and 2021 Expense Budget: Consideration of increases in property tax revenues, regarding the 2020 property tax levies for collection in 2021 (per RCW 84.55.120)	
4:15 pm	10 min.	<b>Unfinished Business (cont.)</b>	
		<ol style="list-style-type: none"> <li>2. 2021 Budget and Work Plan, Melinda Chesbro and Cliff Jo <ol style="list-style-type: none"> <li>a. <i>Resolution 2020-08: To Adopt The 2021 General Fund Budget</i></li> <li>b. <i>Resolution 2020-09: To Adopt The 2021 Capital Improvement Fund Budget</i></li> <li>c. <i>Resolution 2020-10: To Adopt The 2021 Special Purpose Fund Budget</i></li> <li>d. <i>Resolution 2020-11: To Adopt The 2021 Levy Sustainability Fund Budget</i></li> <li>e. <i>Resolution 2020-12: To Transfer Set-Asides in the General Fund Balance to the Capital Improvement Fund</i></li> <li>f. <i>Resolution 2020-13: To Transfer Set-Asides in the General Fund Balance to the Special Purpose Fund</i></li> <li>g. <i>Resolution 2020-14: To Record All Deposited Property Tax Revenues To The Levy Sustainability Fund</i></li> </ol> </li> <li>3. Graham Property Update, Cliff Jo</li> </ol>	<b>Action</b> <b>Action</b> <b>Action</b> <b>Action</b> <b>Action</b> <b>Action</b> <b>Action</b>
4:25 pm	05 min.	<b>New Business</b>	<b>Action</b>
	10 min.	<ol style="list-style-type: none"> <li>1. 2021 Election of Officers, Daren Jones</li> <li>2. 2021 Board Calendar of Work, Georgia Lomax</li> </ol>	
4:40 pm	05 min.	<b>Officers Reports</b>	
		<ol style="list-style-type: none"> <li>1. COVID-19 Staff Case Communications Strategy Updated</li> <li>2. COVID-19 Services – October/November</li> <li>3. Trivia Bee Update</li> <li>4. 2020 Staff Training &amp; Participation Report</li> <li>5. 2020 General Election Results</li> </ol>	
4:45 pm	01 min.	<b>Announcements</b>	
4:46 pm		<b>Adjournment</b>	