

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
MEETING MINUTES – MAY 8, 2019**



CALL TO ORDER

Chair Rob Allen called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:30 pm. Board members present were Donna Albers, Monica Butler and Pat Jenkins. Daren Jones was excused.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

1. Approval of Minutes of the April 10, 2019, Regular Meeting
2. April 2019 Payroll, Benefits and Vouchers totaling \$2,452,036.12

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

ROUTINE REPORTS

March 2019 Financial Report – Finance and Business Director Cliff Jo reported tax revenue of approximately \$15 million. Next month he will share the Library’s sustainability process to set aside restored levy revenue into the Special Purpose fund for use in future years when costs exceed revenue. The fiscal management policy will be updated to allow for this action.

Executive Director Report, Executive Director Georgia Lomax and Staff Experience Director Cheree Green reported on their recent lecture to UW iSchool students on organizational development, including organizational culture and leadership development.

UNFINISHED BUSINESS

Future Libraries Project – Ms. Lomax said the public engagement process is being finalized and case statements are being developed. Input will be gathered from the public over the summer and the Board will hear the analysis and recommendation in the fall.

Foundation Director Dean Carrell reported the consultant for the Capital Campaign Fundraising Feasibility Study has been selected and contract details are being finalized.

Ms. Lomax and Finance Director Mr. Jo are working closely with the cities of Sumner and Lakewood, and are exploring various funding sources for the potential future building projects.

Trustee Vacancy Process – Seven applications have been received. Ms. Butler and Mr. Jenkins will lead the interview panel.

NEW BUSINESS

Campaign Literature Policy – Marketing and Communications Director Mary Getchell reported that several elements of the policy required updating.

Ms. Lomax said the Library is partnering with the election office on a pilot to ensure that every voter can register and vote on Election Day under the new same-day voter registration law. Libraries will act as a community access point to the voter center in Tacoma to ensure voters can register to vote when it is not practical to travel to Tacoma. Puyallup and Tacoma public libraries are partnering on this effort.

Ms. Butler moved to approve the revised Campaign Literature and Political Forums Board Policy. Ms. Albers seconded the motion and it was passed.

BOARD EDUCATION AND SERVICE

Summer Reading Preview – Customer Experience Director Jaime Prothro provided Summer Reading materials and shared the content of the designated Summer Reading website at www.Summerreading.pcls.us. She also shared content from the training support website for staff.

In addition to Library funding, Friends of the Library contributed \$11,000, the Foundation contributed \$80,000 and community partners donated in-kind gifts totaling \$180,000 to the program.

Ms. Prothro congratulated the project team for their coordination efforts on the program.

ANNOUNCEMENTS

Our Own Expressions contest winners will showcase their work at an Awards Ceremony on May 29, 2019, at the Pacific Lutheran University Lagerquist Concert Hall at 7:00 PM.

The June 12th Board Meeting will be held at the Graham Library, located at 9202 224th St. E., Graham, WA 98338.

Author Imbolo Mbue will be speaking and signing her book, Behold the Dreamers, on June 9 at 2:00 PM at the Pioneer Park Pavilion, located at 330 S. Meridian in Puyallup.

ADJOURNMENT

The meeting was adjourned at 4:32 pm on motion by Ms. Butler, seconded by Mr. Jenkins.

Georgia Lomax, Secretary

Rob Allen, Chair