

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
MEETING MINUTES – JUNE 10, 2020**



CALL TO ORDER

Chair Daren Jones called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:32 pm. Board members present were Pat Jenkins, Monica Butler, Rob Allen and Jamilyn Penn. The meeting was conducted by telephone conference due to the Governor's Safe Start Washington Phase 2 plan to slow the transmission of the coronavirus.

CONSENT AGENDA

1. Approval of Minutes of May 13, 2020, Regular Meeting
2. Approval of May 2020 Payroll, Benefits and Vouchers
3. Buckley Library Site – EHSI Consultant Purchase Order Approval
4. Conferencing Software Issues

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

NEW BUSINESS

Mr. Allen moved to approve Resolution 2020-05: To Close the 2019 Fiscal Year. Mr. Jenkins seconded the motion and it was passed.

Amended 2020 Budget – Executive Director Georgia Lomax noted the Library will bring a proposed 2020 amended budget for consideration to the July meeting which will reflect the adjustments necessary as the impacts of the Coronavirus are realized. She noted the Library is prepared to reinvent and adjust its offerings and will listen to its communities for guidance. This is one reason the future libraries work has been put on hold.

Ms. Penn asked if the Library will inform customers of the safety methods it will employ to make the public feel comfortable about returning to libraries, and also added it is important to continue to provide online opportunities to parents who now find themselves educating their children at home. Ms. Lomax said these are both included in the amended budget proposal.

ROUTINE REPORTS

Fundraising Performance Report – Foundation Director Dean Carrell reported the Foundation has raised nearly \$238,000 in annual campaign funds. A \$75,000 pass through grant to aid in census work has also been awarded.

Financial Reports – Finance and Business Director Cliff Jo reported the Library received revenue of \$13.7 million which reflects a 20% reduction due to COVID-19.

UNFINISHED BUSINESS

COVID-19 Update – Ms. Lomax reported the Library no longer needs the Board to authorize the Library to take emergency actions in response to COVID-19 now that systems are in place to ensure the Board can convene to conduct business.

The Library is in Phase 2 and is permitted to provide limited services when it meets safety protocols established by the Governor's Office and public health officials. Building assessments are underway and each location is being evaluated and safety measures implemented to account for the size and needs of each location. Eight are complete. Book drops will be open shortly, with 72-hour quarantine of returned books and other materials. Plans to turn Wi-Fi on are underway. Curbside service will launch next. The Library will conduct the Summer Reading Program in new ways and will give the public ways to access information online and in person outside of buildings.

Ms. Lomax stated she appreciates that the Governor’s office recognizes libraries as an important part of the community and has listened to recommendations provided by the State’s library leaders. Ms. Penn appreciated the Library’s intent to protect staff safety by adhering to a 72-hour quarantine rather than the recommended 24 hours.

Trustee Vacancy – The interview panel met on June 3, 2020, and interviewed four candidates. The selected candidate has been informed and the panel’s recommendation has been forwarded to Pierce County Executive Bruce Dammeier’s office for appointment, and confirmation by the County Council.

Chair Jones appreciated the process, the strong candidates and the panel. Ms. Penn noted the decision was not easy and the candidate will be a good addition to the Board.

ANNOUNCEMENTS

Chair Jones requested a special board meeting for the Board to begin discussions on the library’s role related to racial and social equity.

ADJOURNMENT

The meeting was adjourned at 4:13 pm on motion by Ms. Butler, seconded by Mr. Allen.

Georgia Lomax, Secretary

Daren Jones, Chair